

**OVERVIEW AND SCRUTINY
WORK PROGRAMME 2018/19**

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1. INTRODUCTION

- 1.1 The Overview and Scrutiny Committee is required to produce and agree an Annual Work Programme.
- 1.2 As always, to develop the work programme, a local consultation process was undertaken with Managers, Councillors and members of the public, who were asked to contribute to the Work Programme. Contributions could be made via social media, the council's news website, via the democracy email address or a hard copy form within the One Stop Shop.
- 1.3 There is a scrutiny form on the website and people are welcome to submit ideas through the year.
- 1.4 This programme outlines the work of the Overview and Scrutiny Committee and the proposed work to be undertaken by Task and Finish Groups. Due to officer resources, there should be no more than two Task and Finish Groups running at one time.

2. CABINET INVOLVEMENT

- 2.1 In November 2016 the Cabinet resolved that the two main recipients of council grants, being the Citizens Advice and the Credit Union would update the Council on its work and that this would be done via Overview and Scrutiny. Citizens Advice attended in February 2018 and the Credit Union attended in March 2018. They will be invited back on an annual basis and both credit unions in Rossendale will be invited for 2018/19.
- 2.2 Portfolio Holders continue to attend Overview and Scrutiny on a regular basis to observe from the public seating area and provide feedback on Task and Finish Group reports.

3. HEALTH SCRUTINY

- 3.1 The Portfolio Holder for Health, Housing Communities and Customers represents Rossendale Council on the Rossendale Strategic Health Partnership which is attended by GPs, the CCG and other health professionals who work in Rossendale. She also represents Rossendale on the East Lancs Health and Wellbeing Partnership and LCC Health Scrutiny Committee.
- 3.2 The Portfolio Holder chairs the Rossendale Health and Wellbeing Partnership, which is attended by the CCG Locality Manager and is open to any elected member to attend.
- 3.3 Issues of concern can be raised via the Portfolio Holder at any of these meetings.

4. STANDING AGENDA ITEMS

4.1 The Council's Constitution outlines the items which Overview and Scrutiny looks at on a regular basis and in addition, Overview and Scrutiny can look at other non-key decision/updates as required or requested. The items outlined in the Constitution are detailed below:-

4.1.1 Routine Monitoring of the performance of the Council

To review on a quarterly basis the Performance Report and invite officers of the Council to attend a future meeting if their service area is under-achieving on its target. Alternatively, if a service area is falling behind on their targets, the Performance Management Task and Finish Group may be re-convened to look into the matter.

4.1.2 Policy Development

- a) To deal with emerging policy and assist the Council in reviewing and developing policy as detailed in the Forward Plan.
- b) Review and scrutinise decisions taken internally by the Cabinet, individual Cabinet members or officers of the Council.

4.1.3 Scrutiny of the Council's Budget

To be consulted and make recommendations on the Council's annual budget setting and to review the Medium Term Financial Strategy for 2019/20 in February 2019.

4.1.4 Complaints/Compliments

- a) To monitor formal complaints received by the Council
- b) To receive information on the number of compliments received for each service area
- c) To monitor Local Government Ombudsman Complaints.

4.1.5 Councillor Call for Action (CCfA)

To deal with any relevant Councillor Call for Action requests and determine the appropriate course of action.

4.1.6 Call-In

To scrutinise decisions referred under the Council's Call-In Procedure.

5. WORK PROGRAMME CONSULTATION FEEDBACK

5.1 As noted in Section 1 of this report, consultation took place via Councillors, Managers, the news website, Twitter, Facebook and hard copy forms in the One Stop. No responses were received via social media, however more Councillors responded than in previous years and two members of the public responded via email:-

Item	Notes
Potholes/roads	This is a Lancashire County Council (LCC) function. RBC will struggle to effectively scrutinise this to or

Item	Notes
	make any recommendations that will be taken forward. LCC does have its own scrutiny function.
AAAW/empty homes	Police investigation ongoing and therefore inappropriate to get involved at this moment in time. In the meantime, O&S will continue to invite Calico to update on their services if members feel this is appropriate.
Homelessness	The Homelessness Strategy is scheduled for the October 2018 meeting.
Homes for the disabled	Specialist housing is covered in the Local Plan.
Transport in the community	Scope out with the Cabinet member what the issues are.
Planning and Enforcement	Planning - Why so many retrospectives are allowed and why enforcement don't always enforce when conditions are not met. Officer has contacted planning to clarify figures.
Environmental Health	The Public Protection Manager is happy to clarify inspection procedures with the member and can be contacted directly.
Traffic Enforcement by Police or County Council – Cllr Morris	LCC and Police matter.
Residential Parking Permits	LCC matter.
Fly Tipping removal time and internal systems	Scope out with the Director and Portfolio Holder what the issues are. Is this something that will be resolved when the new Head of Operations is appointed?
Rossendale's recycling rates and policy	There is not currently a Recycling Policy. Is this something that will be resolved when the new Head of Operations is appointed?
Rossendale's Waste – what we need to do in the future Re: disposal	Scope out with Director and Portfolio Holder regarding O&S's potential role here.
Transdev	CMS Officer has already put this on the work plan and they have confirmed attendance in March 2019.

6. 2018/19 WORK PROGRAMME AND PROPOSED AGENDAS

- 6.1 The Work Programme below is based on previous agendas, required updates from Task and Finish Groups and the standing items outlined in Section 4.
- 6.2 Although the Work Programme is formally agreed, it may be amended by Overview and Scrutiny Committee as required. The Work Programme and proposed agendas are outlined below. The table sets out the basic agendas and a rough idea of which reports should go to each committee. It is important to ensure that there is room for Task and Finish Group reports, and for any other items which might occur during the year.

6.3 The Forward Plan is tabled at each meeting to allow O&S members to request items or policies to come to the O&S Committee.

Meeting	Items
18 th June 2018	<ul style="list-style-type: none"> - Quarter 4 Performance Report - O&S Annual Report 2017/18 - O&S Work Programme 2018/19 - Annual Light Refresh of the Corporate Strategy – 2017-2021 - Task and Finish Group Reporting Process - Excess Winter Deaths Task and Finish Group Report - The Forward Plan
16 th July 2018	<ul style="list-style-type: none"> - Calico – TBC - RBC Enforced Sales Policy and Procedure - Disabled Facilities Grant Policy 2018 - Regeneration Performance Update - Excess Winter Deaths Task and Finish Group Report with Cabinet Responses - The Forward Plan
17 th September 2018	<ul style="list-style-type: none"> - Quarter 1 Performance Report - Annual Equality Report - Excess Winter Deaths – Health and Wellbeing Action Plan Update (if ready) - Corporate Strategy Update - The Forward Plan
15 th October 2018	<ul style="list-style-type: none"> - 101 Service Update - Update from Community Specialist Paramedic - The Prevention of Homelessness Strategy and Review 2018-23 - Planning Performance Update - The Local Government Ombudsman’s Annual Letter and the Council’s Annual Complaints Report - The Forward Plan
12 th November 2018	<ul style="list-style-type: none"> - Quarter 2 Performance Report - Customer Services and Capita Performance Update - Council Tax Support Scheme 2019/20 (only if major changes) - The Forward Plan
3 rd December 2018	<ul style="list-style-type: none"> - Bacup Credit Union - First Choice Credit Union - Operations Performance Update - The Forward Plan
21 st January 2019	<ul style="list-style-type: none"> - Rossendale Leisure Trust Annual Update - Community Leisure Association Whitworth (CLAW) Annual Update - Annual Update from Lancashire Police - The Forward Plan
4 th February 2019	<ul style="list-style-type: none"> - Citizens Advice - Legal and Democratic Services Performance Update - Quarter 3 Integrated Performance Report

Meeting	Items
	<ul style="list-style-type: none"> - 2019/20 Budget Report - The Forward Plan
11 th March 2019	<ul style="list-style-type: none"> - Transdev - The Forward Plan

7. CONCLUSION

- 7.1 There have been more responses to the Work Programme Consultation than in previous years which is encouraging. It is, however, important to understand what O&S can effectively scrutinise and concentrate the committee's efforts on those items.
- 7.2 Consultation responses notwithstanding, the programme outlined above provides members with a clear plan of work and engages with our partners and grant recipients. There is also room available for additional items to be added throughout the year and for items to be moved as necessary.

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