

**OVERVIEW AND SCRUTINY
WORK PROGRAMME 2019/20**

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 the Overview and Scrutiny Committee. These groups have attended to update the committee.
- 2.2 Portfolio Holders continue to attend Overview and Scrutiny on a regular basis to observe and also to provide feedback on Task and Finish Group reports.

3. HEALTH SCRUTINY

- 3.1 At the time of writing the report, the Portfolio Holder for Customers and Communities represents Rossendale Council on the Rossendale Strategic Health Partnership which is attended by GPs, the CCG and other health professionals who work in Rossendale. They also represent 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 fed back to officers via social media this year, however responses have been received from councillors, officers and a suggestion from a member of the public at a 2018/19 meeting has also been incorporated. A list of suggestions and the Chair's response is attached at Appendix 1.

6. 2019/20 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 the 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 or policies which will occur during the year.
- 6.3 The Forward Plan is tabled at each meeting for information and to allow members to see which items are going to Cabinet. Items in *italics* are suggestions from the Work Programme consultation.

Meeting	Items
17 th June 2019	<ul style="list-style-type: none"> - Quarter 4 Performance Report - O&S Annual Report 2018/19 - O&S Work Programme 2019/20 - Holiday Hunger Task and Finish Group Report - The Forward Plan
8 th July 2019	<ul style="list-style-type: none"> - <i>Bacup THI Update</i> - The Forward Plan
16 th September 2019	<ul style="list-style-type: none"> - Quarter 1 Performance Report - Annual Equality Report - Excess Winter Deaths – Health and Wellbeing Action Plan Update (East Lancs CCG) - The Forward Plan
14 th October 2019	<ul style="list-style-type: none"> - <i>RTB Update</i> - The Local Government Ombudsman’s Annual Letter and the Council’s Annual Complaints Report - Annual Equality Report - The Forward Plan
11 th November 2019	<ul style="list-style-type: none"> - Quarter 2 Performance Report - Debt Management Policy - Customer Services and Capita Performance Update - Council Tax Support Scheme 2019/20 (only if major changes) - The Forward Plan
2 nd December 2019	<ul style="list-style-type: none"> - Bacup Credit Union - First Choice Credit Union - <i>Local Government Reorganisation and Value for Money</i> - Holiday Hunger Pilot Scheme Update - The Forward Plan

Meeting	Items
20 th January 2020	<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
3 rd February 2020	<ul style="list-style-type: none"> - Citizens Advice - Quarter 3 Integrated Performance Report - 2019/20 Budget Report/Capital Programme/Treasury Management - The Forward Plan
9 th March 2020	<ul style="list-style-type: none"> - <i>Investment in all areas of Rossendale</i> - The Forward Plan

7. CONCLUSION

- 7.1 Engagement with members of the public continues to be an issue; however some good suggestions have been obtained from councillors and officers. It is important to understand what O&S can effectively scrutinise and to concentrate the committee's efforts on those items. It should be noted that Lancashire County Council has its own Scrutiny Committees.
- 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.

**2019-20 O&S Work Programme - Appendix 1
Suggestions for Work Programme and Chair's Response**

Item Name	Suggested by	Reasons/Narrative	Chair's Comments
Investment in all areas of Rossendale	Member of public	Investment in all areas, success of investment plans, achievement of outcomes.	Economic Development to be invited to give a presentation on regeneration in Rossendale in March 2020.
Debt Management Policy	Finance Manager	Following the work that Internal Audit will be doing in 2019, the policy will be reviewed as a result and will go to O&S for comment before Cabinet.	Policy document pencilled in for November 2019 (move if necessary, depending on timescales).
RTB Board	Cllr Morris	To update members on their plans/performance or outcomes etc both individually as a Partner in the Partnership and then as a Group.	RTB to be invited October 2019.
Empty Homes Scheme	Cllr Essex	Including effectiveness of the recovery plan, the financial repercussions and lessons learnt	Police investigation still ongoing.
Waste and recycling	Cllr Essex	Investigate more effective ways of collecting waste and to increase recycling.	Two aspects to this: 1. Ask the Portfolio Holder keep O&S updated on implications of the new Resources and Waste Strategy for England are known. (Hansard Ref: HEWS1200). 2. LCC's scrutiny committee carried out a piece of work "Reducing single use plastics in Lancashire" – invite a representative from the Task and Finish Group to speak to O&S Committee.

**2019-20 O&S Work Programme - Appendix 1
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Item Name	Suggested by	Reasons/Narrative	Chair's Comments
Digital Transformation	Cllr Essex	Assess the action plans which will deliver the digital transformation objectives of RBC.	This will be done via quarterly performance reports. Internal Audit has also allocated 5 days to this.
Regional Transport Links	Cllr Essex	Review our regional transport links and make recommendations to Cabinet.	Economic development can touch on this during their update/s.
Local Government Reorganisation and Value for Money	Cllr Essex	Investigate the options for local government reorganisation that RBC can then consider. Investigate whether there are better value for money ways of delivering services to the residents of Rossendale.	Invite the Leader and relevant portfolio holder to give a brief update on this in December 2019.
Bacup THI	Member of public	Suggested by a member of the public at a 2018/19 meeting.	Economic Development Manager confirmed July Committee.
Rossendale Health Hub, Birthing Centre and ELCCG.	Cllr Johnson	An update on future plans	To be invited to a future committee.