

***AGENDA MANAGEMENT SHEET***

<b>Report Title:</b>	Overview and Scrutiny Work Programme 2020/21
<b>Name of Committee:</b>	Scrutiny Committee
<b>Date of Meeting:</b>	14 December 2020
<b>Contact Officer:</b>	Aftab Razzaq, Legal Democratic & Electoral Services Manager/Monitoring Officer, 01788 533521, Aftab.Razzaq@rugby.gov.uk
<b>Summary:</b>	The report provides a summary of scrutiny review topics for consideration by the Committee.
<b>Financial Implications:</b>	There is a budget of £500 available in 2020/21 to spend on the delivery of the overview and scrutiny work programme.
<b>Risk Management Implications:</b>	There are no risk management implications arising from this report.
<b>Environmental Implications:</b>	There are no environmental implications arising from this report.
<b>Legal Implications:</b>	There are no legal implications arising from this report.
<b>Equality and Diversity:</b>	No new or existing policy or procedure has been recommended.

**Scrutiny Committee - 14 December 2020**

**Overview and Scrutiny Work Programme 2020/21**

**Summary**

The report provides a summary of scrutiny review topics for consideration by the Committee.

**1. WORK PROGRAMME CARRIED OVER FROM 2019/20**

As agreed by the Committee at its meeting on 2 November 2020, officers have provided a brief synopsis for each of the items carried over from the 2019/20 municipal year and these are included in the tables below.

Some items were selected as suitable for passing onto an appropriate working party and feedback on these items is included in a separate table.

**1.1 Items carried forward**

**Review of Housing Voids**

Description	SMT Comment
This topic was decided as the focus from a wider topic on housing maintenance and repairs (originally from the 2017/18 work programme and carried forward as it was not thought the timing was right) by the former scrutiny committee chairs. Light-touch review to focus on tenancy termination to re-let, landlord checks and contract conditions.	It is suggested this would not be the right time for this topic. It could be put on hold for later in the year.

**Review of Attendance Policy**

Description	SMT Comment
Light-touch review to follow on from the light-touch review of Employee Wellbeing carried out in February 2019. A follow-up report was considered by a former scrutiny committee on 5 September 2019 highlighting sickness absence. The review of attendance was discussed at a former scrutiny committee chair's agenda meeting in January 2020.	To be determined by scrutiny. Absence management and attendance is an operational issue. Past concerns regarding absence levels had been addressed by management and this was not a priority at this time.

## Self-Build Plots

Description	Comment from the Development Strategy Manager
<p>This was originally a topic suggested by Wolston Parish Council for the 2019/20 work programme and was carried over. It related to concerns around delays in policy for plots made available for local people.</p> <p>The Council's approach to delivering self-build is identified in the Local Plan. An annual review is carried out by planning officers on suitable sites.</p> <p>Also suggested for referral to a working party.</p>	<p>The most recent self and custom build review is available on the council website at:</p> <p><a href="https://www.rugby.gov.uk/downloads/file/2463/self-build-and-custom-housebuilding-report-2019">https://www.rugby.gov.uk/downloads/file/2463/self-build-and-custom-housebuilding-report-2019</a></p> <p>This demonstrates that sufficient permissions are in place to meet the need for self and custom build contained on the register. It is worth noting that this does not need to meet individual specific requirements.</p> <p>The draft Housing Needs SPD, currently out to consultation, adds more detail on the implementation of the Local Plan requirement for sustainable urban extensions to 'provide opportunities' for self and custom build. It acknowledges that RBC does not have land opportunities but will engage with developers of the SUEs to meet identified need where current permissions are not sufficient.</p> <p>The consultation document can be found at:</p> <p><a href="https://www.rugby.gov.uk/info/20028/having-your-say/114/current-consultations/5">https://www.rugby.gov.uk/info/20028/having-your-say/114/current-consultations/5</a></p> <p>The consultation closes on 22<sup>nd</sup> December.</p> <p>It is worth noting that the Government has indicated through the Planning White Paper that it will be revisiting self and custom build guidance. It is hoped this will give local planning authorities more strength in supporting the delivering of self and custom build.</p>

### 1.2 Topics identified for passing to a working party

Item	Working Party	SMT Comment
Air Quality Monitoring	Climate Emergency Working Party	Passing this to the Climate Emergency Working Party would be supported.

<b>Item</b>	<b>Working Party</b>	<b>SMT Comment</b>
Review of Litter Review of Fly Tipping Minimising Waste and Recycling Levels	Working party to be set up in the New Year	A separate review topic is included in paragraph 2.1 below.
Annual report on the Waste and Recycling Service	Waste Management Review Working Party	This working party no longer exists. This work could be incorporated in the waste and resources topic included at paragraph 2.1 below.

### **1.3 Review Topics Received**

The suggested topics that had been received since the beginning of the year were reviewed by the Chair and Vice Chair and it was agreed that none of these met the review selection criteria.

## **2. FUTURE WORK PROGRAMME**

The upcoming Corporate Strategy is expected to be adopted early in the New Year. Once finalised, this will be duly considered within the future work programme.

### **2.1 Suggestions from Senior Management Team**

Discussions are ongoing with the Senior Management Team on possible reviews based on the key priorities and objectives that fall under the overarching pillars for recovery:

- Economy
- Climate
- Health and Communities
- Organisation

Topics highlighted during those discussions are listed below for the Committee to consider:

#### ***Digitalisation***

This was a topic that was timely for scrutiny to consider. Members could work with communities on how they access services. This would take the form of a community engagement piece of work gathering information on inclusion and access to feed back into decision making. Council tenants and the experiences of residents in sheltered housing could be incorporated.

#### ***Health and Wellbeing in the Community***

One topic identified at the last meeting was Health and Wellbeing in the Community. During discussion with the Head of Communities and Homes it was clear that more value

could be added in the longer term as the community moves out of the pandemic. The review could include pieces of work on improvements in health objectives and link into equality and diversity aspects such as the disproportionate effect on the BAME community and also the Public Health annual report.

It is suggested this item be included for review later in the municipal year. This was likely to be a significant piece of work that would involve many different areas focussing on housing and health perspectives.

### ***Member Development***

The Council is facing radical changes in the way the organisation works, transforming the way management is structured and the way it will carry out its business. It is also in the process of implementing the improvements to the scrutiny structure to ensure effective scrutiny is undertaken in accordance with statutory obligations. It has been recognised there is a need for cultural change ensuring that scrutiny fulfils a more central role and is better able to add value to the work of the Council.

To achieve the improvements desired by the Council it is timely to consider how member development can be shaped accordingly. The Council takes seriously its responsibilities to support Members in developing new roles, skills and behaviours.

The University of Birmingham carried out a research project on the changing role of people in public office. The following is a link to the paper produced [The 21<sup>st</sup> Century Councillor](#). The Committee is asked to consider this document and how it could inform a review of member development.

A further resource for the Committee to consider in how to produce its forward programme is [Planning work, delivering impact](#) by the Centre for Governance and Scrutiny.

### ***Crime and Disorder***

In accordance with Section 19 of the Police and Justice Act 2006, scrutiny has responsibility to carry out an overview of crime and disorder at no less than one meeting each municipal year to scrutinise decisions made, and actions taken, by the responsible authorities that make up the Rugby Community Safety Partnership in connection with the discharge of their crime and disorder functions.

Scrutiny could have a further role in making community safety more strategically relevant. Work could include the consequences arising through Covid-19 related to crime.

### ***Resources and Waste***

A Government strategy was published in 2018 aiming to overhaul England's waste system. *Our Waste, our resources: A Strategy for England* sets out ways of minimising waste, promoting resource efficiency and moving towards a circular economy and minimising the damage caused to our natural environment by reducing and managing waste safely and carefully, and by tackling waste crime. The proposals are intended to increase recycling and recovery rates, simplify recycling systems for all households and seek changes for food and green waste.

The results of the first consultation stage were published in July 2020 but due to Covid-19 the second consultation stage as delayed.

Scrutiny could consider the proposals contained in the strategy around waste collection and resources and consider how these would impact on the existing service and what improvements could be made.

This topic would encompass the items listed in the table at paragraph 1.2 to the report including:

- Litter
- Minimising Waste and Recycling Levels
- Annual report on the Waste and Recycling Service

## **2.2 Items to be Scheduled**

The Committee previously agreed that the following regular items be automatically carried forward into the work programme:

Finance and Performance Monitoring - the report for quarter 2 was considered by Cabinet on 9 November 2020 and the report for quarter 3 is due to be submitted to Cabinet on 1 February 2021.

Leader and Executive Director, and Portfolio Holders – discussion on performance and future strategy. This forms the Committee’s function in holding the Executive to account.

Committee meeting dates for the current municipal year are:

- 25 January 2021
- 8 March 2021
- 19 April 2021

## **3. FORWARD PLAN**

The following public topics are currently listed or scheduled for inclusion in the Forward Plan during January – April 2021.

4 January 2021 - Cabinet

- Corporate Strategy
- Economic Strategy
- Council’s one-off community grants 2021-22
- Draft budget setting report 2021/22 and medium-term financial plan
- Proposed Transfer of Lane – junction of Lawford Road/Addison Road
- Civic Honours criteria

1 February 2021 – Cabinet

- Warwickshire Homelessness Strategy
- Draft HRA Capital and Revenue Budget 2021/22
- Finance and Performance Monitoring 2020/21 Quarter 3
- Budget setting report 2021/22 and medium-term financial plan

23 February 2021 – Council

- Warwickshire Homelessness Strategy
- Final budget setting report 2021/22 and medium-term financial plan and Council Tax setting 2021/22

#### **4. CONCLUSION**

The Committee is asked to:

- agree on items for inclusion in a new rolling work programme;
- agree any review topics to be carried out by task groups; and
- decide on topics that should be passed to working parties.

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**Date of Meeting:** 14 December 2020

**Subject Matter:** Overview and Scrutiny Work Programme 2020/21

**DO ANY BACKGROUND PAPERS APPLY**       **YES**       **NO**

**LIST OF BACKGROUND PAPERS**

<b>Doc No</b>	<b>Title of Document and Hyperlink</b>