

<b>Report To:</b>	<b>OVERVIEW AND SCRUTINY COMMITTEE</b>	<b>Date:</b>	<b>6 JUNE 2019</b>
<b>Heading:</b>	<b>SCRUTINY WORKPLAN ANNUAL REFRESH 2019/20</b>		
<b>Portfolio Holder:</b>			
<b>Ward/s:</b>	<b>ALL</b>		
<b>Key Decision:</b>	<b>NO</b>		
<b>Subject to Call-In:</b>	<b>NO</b>		

### **Purpose of Report**

The Scrutiny Workplan is a standing item on the Overview and Scrutiny Agenda. Each year, the Workplan is reviewed and refreshed with new topics for review. This report aims to focus Members on reviewing topic suggestions that have been received following consultation with Members and Council Officers.

Members are requested to discuss topic suggestions received so far, detailed in the report, with the aim of approving those that the Committee perceive can be positively influenced through Scrutiny involvement. Committee Members are also asked to consider any additional topics not listed in this report that may benefit from a Scrutiny review.

The Scrutiny Workplan is a live document and consultation on potential topics will be continued throughout the year with Service Directors, Third Tier Officers, and Members. Community engagement will also form part of the ongoing consultation process. All suggestions received will be discussed by the Overview and Scrutiny Committee with the Scrutiny Workplan as a standing item.

When approving topics for the Scrutiny Workplan, Committee Members are asked to consider the criteria within the scrutiny review terms of reference. To give Committee Members an idea of what to consider when approving topics, a blank terms of reference form has been attached to this report as Appendix A. The Scrutiny Workplan needs to be sound, informed, and flexible with topics that will add value to community wellbeing and the work carried out by the Council and its partners.

### **Recommendation(s)**

Overview and Scrutiny Committee Members are recommended to:

- Discuss the topic suggestions included in this report
- Consider any additional topics that may benefit from Scrutiny involvement
- Approve the 2019/20 Scrutiny Workplan and terms of reference for each approved item
- Delegate approved topics to each Scrutiny Panel for subsequent review

## **Reasons for Recommendation(s)**

Consulting, reviewing, and approving the Scrutiny Workplan 2019/20 provides guidance and direction for the work undertaken by the Council's Scrutiny Function in the coming year.

## **Alternative Options Considered**

No alternative options have been considered. Agreeing the Scrutiny Workplan is part of the Overview and Scrutiny Rules of Procedure outlined within Ashfield District Council's Constitution.

## **Detailed Information**

### **What is the Scrutiny Workplan?**

Scrutiny in Ashfield follows a work programme approved annually by the Overview and Scrutiny Committee. The work programme is a rolling plan of in-depth reviews, undertaken by Scrutiny Panel A and Scrutiny Panel B. Alongside topic reviews, standing items are considered by the Overview and Scrutiny Committee.

These standing items are:

- Crime and Disorder
- Performance
- Budget
- Scrutiny Workplan

The Scrutiny Workplan outlines areas of work to be scrutinised over the next year by the Overview and Scrutiny Committee and the Scrutiny Panels. Any topics added to the Scrutiny Workplan should have anticipated outcomes that will add value to services delivered by the Council and its partners, and improve quality of life in Ashfield.

In recognising that there is a need for flexibility within the Scrutiny Workplan, it is suggested that the number of items initially placed on the Workplan should be limited to no more than 8 topics.

### **Sources of Workplan Topics**

There are many sources where topics for scrutiny review can be identified, including:

- Issues of community concern
- Service delivery concerns
- Review, audit, and inspection outcomes
- Issues relating to Council outcomes, objectives, and priorities
- Partnership objectives
- The Forward Plan
- Performance
- Budget
- Improvement plans

## Selecting Workplan Topics

Scrutiny Workplan topic selection should be stringent, and Committee Members should use effective processes to select topics that will contribute towards the best and most effective Workplan. This means having clear terms of reference in mind and considering many different sources of information to help inform the Workplan.

This involves approving topics:

- Of community concern
- That contribute to the Council's Corporate Priorities
- With defined objectives and clear outcomes
- That add value to the Council's overall performance
- That has potential impact for more than one section of the District's population
- That adequate resources are available to carry out a review
- That has not been reviewed recently

A common pitfall for Overview and Scrutiny can be the inclusion of topics on the Workplan that are unsuitable for review due to different factors.

It is advised that Overview and Scrutiny Members avoid topics that are:

- Unmanageable
- Purely for informational purposes
- Have limited anticipated outcomes
- Fail to add value to service delivery
- Fail to improve community wellbeing and quality of life

Scrutiny has limited time and resources meaning the Workplan has to be manageable. It is impossible to include every topic suggested throughout Workplan consultation. Effective and successful scrutiny is about reviewing a beneficial topic in the

The selection and prioritisation of topics is critical to the effectiveness of the Council's scrutiny function. A clear topic selection process ensures in-depth and effective reviews, resulting in impactful recommendations and improvements.

## Topics for Consideration

<b>Topics Suggested</b>	<b>Status</b>
Heritage and Conservation <ul style="list-style-type: none"><li>• War Memorial preservation</li><li>• Protection of local heritage</li></ul>	For consideration by the Overview and Scrutiny Committee.
Wildlife Protection <ul style="list-style-type: none"><li>• Consideration of partnership working and support</li></ul>	For consideration by the Overview and Scrutiny Committee.

<p>Climate Emergency</p> <ul style="list-style-type: none"> <li>To consider National climate concerns and the implications for Ashfield</li> </ul>	For consideration by the Overview and Scrutiny Committee.
<p>Car Parking Facilities for Residents in Ashfield</p> <ul style="list-style-type: none"> <li>Space sizes, disabled and family provision</li> <li>Appropriateness of locations</li> </ul>	For consideration by the Overview and Scrutiny Committee.
<p>Roadside Memorials Protocol</p> <ul style="list-style-type: none"> <li>Ensuring safety and sensitivity in dealing with impromptu memorials</li> </ul>	For consideration by the Overview and Scrutiny Committee.
<p>Commercialisation and Income Generation</p> <ul style="list-style-type: none"> <li>Exploring new methods to generate income</li> </ul>	For consideration by the Overview and Scrutiny Committee.
<p>Attendance Management</p> <ul style="list-style-type: none"> <li>Consideration of methods used to improve attendance management</li> </ul>	For consideration by the Overview and Scrutiny Committee.
<p>Impact of Waste Facilities in Ashfield</p> <ul style="list-style-type: none"> <li>Reviewing the impact on communities of waste facilities, including mitigation of disruptive factors</li> </ul>	For consideration by the Overview and Scrutiny Committee.
<p>Community Safety Partnership Priorities</p> <ul style="list-style-type: none"> <li>To consider the outcomes of public consultation and influence Community Safety Partnership priorities</li> </ul>	For consideration by the Overview and Scrutiny Committee.
<p>Modernising Access to Information and Participation</p> <ul style="list-style-type: none"> <li>Improving communication and openness between Council and Ashfield residents</li> </ul>	For consideration by the Overview and Scrutiny Committee.
<p>Homelessness in Ashfield</p> <ul style="list-style-type: none"> <li>Consideration of wider implications of homeless in Ashfield</li> </ul>	For consideration by the Overview and Scrutiny Committee.
<p>Fly Tipping</p> <ul style="list-style-type: none"> <li>Consideration of actions to reduce and deter fly tipping in Ashfield through reviewing trends, initiatives and enforcement action</li> </ul>	For consideration by the Overview and Scrutiny Committee.

<p>Affordable Homes in New Housing Developments</p> <ul style="list-style-type: none"> <li>Consider and review current levels of affordable housing in housing developments</li> </ul>	<p>For consideration by the Overview and Scrutiny Committee.</p>
<p>Impact of Universal Credit</p> <ul style="list-style-type: none"> <li>Review the impact of Universal Credit on residents and the Council, including forward planning, assistance, and mitigation</li> </ul>	<p>For consideration by the Overview and Scrutiny Committee.</p>
<p>Impact of Nursery Closures on Employment and Young People</p> <ul style="list-style-type: none"> <li>Review wider impact and reasons for nursery closures in the District, and whether ADC can influence any stability in this sector</li> </ul>	<p>For consideration by the Overview and Scrutiny Committee.</p>

## **Implications**

### **Corporate Plan:**

The Scrutiny Workplan should include issues based on performance, priority objectives, and community concerns - many of which contribute to the Council's corporate priorities, vision, and outcomes contained within the Corporate Plan, such as:

- Health and wellbeing
- Economic regeneration
- Place and communities
- Organisational improvements
- Housing

### **Legal:**

Consultation with Members on items for the Scrutiny Workplan is in accordance procedure rules set out within the Council's Constitution.

### **Finance:**

<b>Budget Area</b>	<b>Implication</b>
General Fund – Revenue Budget	None.
General Fund – Capital Programme	None.
Housing Revenue Account – Revenue Budget	None.
Housing Revenue Account – Capital Programme	None.

**Risk:**

<b>Risk</b>	<b>Mitigation</b>
Without monitoring the Scrutiny Workplan, there is a risk that items added may not be beneficial, and can fall outside of Scrutiny's remit and become unmanageable.	The Scrutiny Workplan is a standing item on the Overview and Scrutiny Committee Agenda, ensuring Members have the opportunity to monitor the Workplan and any reviews carried out as a result of being approved for the Workplan.

**Human Resources:**

There are no immediate HR implications arising from this report. Any HR implications identified through items approved for the Scrutiny Workplan will be consulted upon and considered as part of the scrutiny review process.

**Equalities:**

There are no immediate equalities implications arising from this report. Any equality implications arising during a topic review will be consulted upon and addressed as part of the scrutiny review process.

**Other Implications:**

None.

**Reason(s) for Urgency**

None.

**Reason(s) for Exemption**

None.

**Background Papers**

- Scrutiny Workplan 2018/19

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