

Policy and Scrutiny

Open Report on behalf of Andrew Crookham, Executive Director - Resources

Report to:	Overview and Scrutiny Management Board
Date:	27 June 2019
Subject:	Overview and Scrutiny Management Board Work Programme

Summary:

This item enables the Board to consider and comment on the content of its work programme for the coming year to ensure that scrutiny activity is focused where it can be of greatest benefit. Members are encouraged to highlight items that could be included for consideration in the work programme.

The work programme will be reviewed at each meeting of the Board to ensure that its contents are still relevant and will add value to the work of the Council and partners.

Actions Required:

Members of the Board are invited to:

- 1) Review and agree the Board's work programme as set out in Appendix A to this report.
- 2) Highlight for discussion any additional scrutiny activity which could be included for consideration in the work programme.

1. Background

Overview and Scrutiny should be positive, constructive, independent, fair and open. The scrutiny process should be challenging, as its aim is to identify areas for improvement. Scrutiny activity should be targeted, focused and timely and include issues of corporate and local importance, where scrutiny activity can influence and add value.

Overview and scrutiny committees should not, as a general rule, involve themselves in relatively minor matters or individual cases, particularly where there are other processes, which can handle these issues more effectively.

All members of overview and scrutiny committees are encouraged to bring forward important items of community interest to the Board whilst recognising that not all items will be taken up depending on available resource and assessment against the prioritisation toolkit.

Scrutiny Panel Activity

Where a topic requires more in-depth consideration, the Board may commission a Scrutiny Panel to undertake a Scrutiny Review, subject to the availability of resources and approval of the Board. Details of Scrutiny Panel activity is set out in Appendix B.

The Board may also establish a maximum of two working groups at any one time, comprising a group of members from the Board.

Committee Working Group Activity

Scrutiny Committees may establish informal working groups, which can meet a maximum of three times, usually to consider matters in greater detail, and then to put their proposals to Committee. Details of Working Group activity is set out at Appendix C.

Executive Forward Plan

The Executive Forward Plan of key decisions is set out at Appendix D. This is background information for the Committee's consideration to ensure that all key decisions are scrutinised by the relevant scrutiny committee.

2. Conclusion

The Board's work programme for the coming year is attached at Appendix A to this report.

Members of the Board are invited to review, consider and comment on the work programme as set out in Appendix A and highlight for discussion any additional scrutiny activity which could be included for consideration in the work programme.

Consideration should be given to the items included in the work programme as well as any 'items to be programmed' listed.

3. Consultation

a) Have Risks and Impact Analysis been carried out?

Not Applicable

b) Risks and Impact Analysis

Not Applicable

4. Appendices

These are listed below and attached at the back of the report	
Appendix A	Overview and Scrutiny Management Board – Work Programme
Appendix B	Scrutiny Panel Activity
Appendix C	Working Group Activity
Appendix D	Forward Plan of Decisions

5. Background Papers

No background papers within Section 100D of the Local Government Act 1972 were used in the preparation of this report.

This report was written by Nigel West, Head of Democratic Services, who can be contacted on 01522 552840 or by e-mail at nigel.west@lincolnshire.gov.uk

OVERVIEW AND SCRUTINY MANAGEMENT BOARD

Each agenda includes the following standard items:

- **Call-in (if required)**
- **Councillor Call for Action (if required)**

27 June 2019		
Item	Contributor	Purpose
Updates on the Council People Management and Workforce Plan and the Employee Survey	Lucy Shevill, Strategic People Management Advisor	Performance Scrutiny
Performance Reporting against the Council Business Plan - Quarter 4	Jasmine Sodhi, Performance and Equalities Manager	Pre-Decision Scrutiny (Executive decision on 9 July 2019)
Review of Financial Performance 2018/19	Michelle Grady, Assistant Director – Strategic Finance	Pre-Decision Scrutiny (Executive decision on 9 July 2019)
Treasury Management Annual Report 2018/19	Karen Tonge, Treasury Manager Chris Scott, Link Asset Services	Performance Scrutiny
Overview and Scrutiny Work Programmes <ul style="list-style-type: none"> • Environment and Economy Scrutiny Committee • Highways and Transport Scrutiny Committee 	Cllr Wendy Bowkett Chairman of Environment and Economy Scrutiny Committee Cllr Bob Adams Chairman of Highways and Transport Scrutiny Committee	Performance Scrutiny

29 August 2019		
Item	Contributor	Purpose
Performance Reporting against the Council Business Plan - Quarter 1	Jasmine Sodhi, Performance and Equalities Manager	Pre-Decision Scrutiny (Executive decision on 3 September 2019)
Corporate Support Services Contract – IMT Progress Report	John Wickens, Interim Assistant Director ICT	Performance Scrutiny

29 August 2019		
Item	Contributor	Purpose
Overview and Scrutiny Work Programmes <ul style="list-style-type: none"> Adults and Community Wellbeing Scrutiny Committee Health Scrutiny Committee 	Cllr Hugo Marfleet, Chairman of Adults and Community Wellbeing Scrutiny Committee Cllr Carl Macey, Chairman of Health Scrutiny Committee	Performance Scrutiny

26 September 2019		
Item	Contributor	Purpose
Revenue and Capital Budget Monitoring Report 2019/20	Michelle Grady, Assistant Director for Strategic Finance	Pre Decision Scrutiny (Executive decision on 1 October 2019)
Treasury Management Performance Quarter 1 (1 April to 30 June 2019)	Karen Tonge, Treasury Manager Chris Scott, Link Asset Services	Performance Scrutiny
Business World Reconfiguration	Andrew McLean, Interim Transformation Director	Pre-Decision Scrutiny (Executive decision on 1 October 2019)
Corporate Support Services Contract – Housekeeping Progress Report	Sophie Reeve, Assistant Director Commercial	Performance Scrutiny
Overview and Scrutiny Work Programmes <ul style="list-style-type: none"> Children and Young People Scrutiny Committee Public Protection and Communities Scrutiny Committee 	Cllr Robert Kendrick, Vice-Chairman of Children and Young People Scrutiny Committee Cllr Nigel Pepper Chairman of Public Protection and Communities Scrutiny Committee	Performance Scrutiny

24 October 2019		
Item	Contributor	Purpose
Review of Financial Risk Assessment	Dave Simpson, Head of Finance - Technical and Development	Budget Scrutiny
Update on the Council People Management and Workforce Plan	Fiona Thompson, Head of Human Resources	Performance Scrutiny
Overview and Scrutiny Work Programmes <ul style="list-style-type: none"> • Environment and Economy Scrutiny Committee • Highways and Transport Scrutiny Committee • Flood and Water Management Scrutiny Committee 	Cllr Wendy Bowkett, Chairman of Environment and Economy Scrutiny Committee Cllr Bob Adams, Chairman of Highways and Transport Scrutiny Committee Cllr Paul Skinner, Chairman of the Flood and Water Management Scrutiny Committee	Performance Scrutiny

28 November 2019		
Item	Contributor	Purpose
Performance Reporting against the Council Business Plan - Quarter 2	Jasmine Sodhi, Performance and Equalities Manager	Pre-Decision Scrutiny (Executive decision on 3 December 2019)
Treasury Management Performance Quarter 2 (1 July to 30 September 2019)	Karen Tonge, Treasury Manager Chris Scott, Link Asset Services	Performance Scrutiny
Corporate Support Services Contract – Six Monthly Overview Report	Sophie Reeve, Assistant Director Commercial John Wickens, Interim Assistant Director ICT	Performance Scrutiny
Overview and Scrutiny Work Programmes <ul style="list-style-type: none"> • Adults and Community Wellbeing Scrutiny Committee • Health Scrutiny Committee 	Cllr Hugo Marfleet, Chairman of Adults and Community Wellbeing Scrutiny Committee Cllr Carl Macey, Chairman of Health Scrutiny Committee	Performance Scrutiny

19 December 2019		
Item	Contributor	Purpose
Corporate Support Services Contract – IMT Progress Report	John Wickens, Interim Assistant Director ICT	Performance Scrutiny
Overview and Scrutiny Work Programmes <ul style="list-style-type: none"> • Children and Young People Scrutiny Committee • Public Protection and Communities Scrutiny Committee 	Cllr Robert Kendrick, Vice-Chairman of Children and Young People Scrutiny Committee Cllr Nigel Pepper Chairman of Public Protection and Communities Scrutiny Committee	Performance Scrutiny

30 January 2020		
Item	Contributor	Purpose
Revenue and Capital Budget Monitoring Report 2019/20	Michelle Grady, Assistant Director for Strategic Finance	Pre Decision Scrutiny (Executive decision on 4 February 2020)
Overview and Scrutiny Work Programmes <ul style="list-style-type: none"> • Environment and Economy Scrutiny Committee • Highways and Transport Scrutiny Committee 	Cllr Wendy Bowkett, Chairman of Environment and Economy Scrutiny Committee Cllr Bob Adams, Chairman of Highways and Transport Scrutiny Committee	Performance Scrutiny

Items to be Scheduled

- Formation of a Company for Legal Services

For more information about the work of the Overview and Scrutiny Management Board please contact Tracy Johnson, Senior Scrutiny Officer, on 01522 552164 or by e-mail at Tracy.Johnson@lincolnshire.gov.uk

Scrutiny Panel Activity

(as at 19 June 2019)

Current Reviews

Scrutiny Panel A	Membership	Completion Date
Roundabout Sponsorship and Advertising	Councillors L Wootten (Chairman), S R Parkin (Vice Chairman), W J Aron, Mrs A M Austin, Mrs P Cooper, P Coupland, A G Hagues and N Pepper	Highways and Transport Scrutiny Committee – 15 July 2019

Scrutiny Panel B	Membership	Completion Date
Transitions	Councillors Mrs A Newton (Chairman), A H Turner (Vice Chairman), R L Foulkes, A G Hagues, C Matthews, S R Parkin, R H Trollope-Bellew and M A Whittington	Executive – 9 July 2019

All completed review reports to be approved by relevant scrutiny committee before consideration at a meeting of the County Council's Executive.

Working Group Activity

(as at 19 June 2019)

Committee	Working Group	Membership
Overview and Scrutiny Management Board	UK's Exit from the European Union	Councillors Mrs A Austin, T Bridges, M Brookes, M T Fido, R L Foulkes, C E H Marfleet, Mrs M J Overton MBE, R B Parker, A N Stokes and Mrs C A Talbot; and added member: Mr S Rudman
Highways and Transport Scrutiny Committee	CCTV Parking Enforcement Pilot Scheme	Councillors B Adams, C J T H Brewis, M Brookes, S P Roe and A N Stokes

FORWARD PLAN OF KEY DECISIONS FROM 1 JULY 2019

PUBLISH DATE 31 MAY 2019

DEC REF	MATTERS FOR DECISION	REPORT STATUS	DECISION MAKER AND DATE OF DECISION	PEOPLE/GROUPS CONSULTED PRIOR TO DECISION	DOCUMENTS TO BE CONSIDERED	OFFICER(S) FROM WHOM FURTHER INFORMATION CAN BE OBTAINED AND REPRESENTATIONS MADE (All officers are based at County Offices, Newland, Lincoln LN1 1YL unless otherwise stated)	DIVISIONS AFFECTED
I017423	Short Breaks Provision in Lincolnshire	Open	Executive Councillor: Adult Care, Health and Children's Services Between 4 Jul 2019 and 5 Jul 2019	Commercial Team - People Services; Adult and Community Wellbeing Departmental Management Team; Adults and Community Wellbeing Scrutiny Committee	Reports	Commercial and Procurement Manager Tel: 01522 553673 Email: carl.miller@lincolnshire.gov.uk	
I017969	Commissioning Arrangements for Child and Adolescent Mental Health Service (CAMHS)	Open	Executive 9 Jul 2019	Children's Services Directorate Management Team; Commissioning and Commercial Board; Clinical Commissioning Groups; Children and Young People Scrutiny Committee	Reports	Commissioning Officer Tel: 01522 554860 Email: lynda.whitton@lincolnshire.gov.uk	All Divisions
I017768	Review of Financial Performance 2018/19	Open	Executive 9 Jul 2019	Overview and Scrutiny Management Board	Reports	Technical and Development Finance Manager Tel: 01522 553008 Email: dave.simpson@lincolnshire.gov.uk	All Divisions
I017762	Extra Care Housing	Open	Executive 9 Jul 2019	Adults and Community Wellbeing Scrutiny Committee	Reports	County Property Officer Tel: 01522 553726 Email: kevin.kendall@lincolnshire.gov.uk	All Divisions
I018164 New!	A15 Primary Route Network Package	Open	Executive Councillor: Resources and Communications Between 15 Jul 2019 and 19 Jul 2019	Highways Colleagues, Utility Companies.	Reports	Senior Project Leader Tel: 01522 552940 Email: steve.brooks@lincolnshire.gov.uk	Gainsborough Rural South; Nettleham and Saxilby; Welton Rural

I018163 New!	Gunby Roundabout Primary Route Network	Open	Executive Councillor: Resources and Communications Between 15 Jul 2019 and 19 Jul 2019	Highways Colleagues, Utility Companies.	Reports	Senior Project Leader Tel: 01522 552940 Email: steve.brooks@lincolnshire.gov.uk	Ingoldmells Rural; Skegness South
I018147 New!	Section 117 Joint Policy	Open	Executive Councillor: Adult Care, Health and Children's Services Between 22 Jul 2019 and 2 Aug 2019	Service Users - (co-production), Voiceability, Lincolnshire Mental Health Partnership Board, Lincolnshire Rural Community Networks and Neighbourhood Teams, South West Lincolnshire Clinical Commissioning Group Staff representing Children's Services, Adult, Older Adult and Learning Disability service user groups, Lincolnshire County Council Staff representing Children's Services, Adult, Older Adult, and Learning Disability service user groups, Lincolnshire Partnership Foundation Trust Staff where the S117 Joint Policy was approved by their Quality Committee on the 2 nd May 2019, Adults and Community Wellbeing Scrutiny Committee, Children and Young People Scrutiny Committee.	Reports	S 117 Specialist Project Manager Tel - 07557169892 heston.hassett@lincolnshire.gov.uk	All Divisions
I018113 New!	Lincolnshire Leaving Care Service from 2020	Open	Executive Councillor: Adult Care, Health and Children's Services 29 Jul 2019	Representatives from Children's Services teams (social care and IROs); care leavers and other stakeholders involved in services for care leavers; Children's Services DMT; Children and Young People Scrutiny Committee	Reports	Commissioning Officer Tel: 01522 555516 Email: bridie.fletcher@lincolnshire.gov.uk	All Divisions

I018047 New!	Proposed Statement of Community Involvement		Executive 3 Sep 2019	A draft version of the Statement of Community Involvement was subject to widespread publicity/consultation from 21 January 2019 to 4 March 2019; Environment and Economy Scrutiny Committee	Reports	Minerals and Waste Policy Team Leader Tel: 01522 554818 Email: adrian.winkley@lincolnshire.gov.uk	
I018064 New!	Future of the Heritage Service	Open	Executive 3 Sep 2019	Public Protection and Communities Scrutiny Committee	Reports	Assistant Director - Communities Tel: 01522 553786 Email: nicole.hilton@lincolnshire.gov.uk	All Divisions
I013959	Future of the Heritage Service	Open	Executive 1 Oct 2019	Public Protection and Communities Scrutiny Committee	Reports	Assistant Director - Communities Tel: 01522 553786 Email: nicole.hilton@lincolnshire.gov.uk	All Divisions
I017884	Highways 2020 Award	All Open/Ex empts	Executive 1 Oct 2019	Highways and Transport Scrutiny Committee; Commissioning and Consultancy Board; all functions within the Highways Service	Reports	Senior Project Leader Tel: 01522 552368 Email: jonathan.evans@lincolnshire.gov.uk	All Divisions
I018150 New!	Direct Payment Support Service	Open	Executive Councillor: Adult Care, Health and Children's Services Between 9 Oct 2019 and 15 Oct 2019	Senior Strategic Commissioning Support Manager - People Services; Assistant Director - Specialist Adult Services; Assistant Director – Adult Frailty and Long Term Conditions.	Reports	Commercial & Procurement Officer – People Services Tel: 0777615987 Email: reena.fehnert@lincolnshire.gov.uk	All Divisions

EXECUTIVE MEMBERS

Councillor Name	Portfolio
Councillor M J Hill OBE (Leader of the Council)	Resources and Communications
Councillor Mrs P A Bradwell OBE (Deputy Leader of the Council)	Adult Care, Health and Children's Services
Councillor C J Davie	Economy and Place
Councillor R G Davies	Highways, Transport and IT
Councillor E J Poll	Commercial and Environmental Management
Councillor Mrs S Woolley	NHS Liaison and Community Engagement
Councillor C N Worth	Culture and Emergency Services <i>(Libraries, Heritage, Culture, Registration and Coroners Service, Fire and Rescue and Emergency Planning)</i>
Councillor B Young	Community Safety and People Management <i>(Crime Reduction, Trading Standards, Equality and Diversity People Management and Legal)</i>

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