

Policy and Scrutiny

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

Report to:	Overview and Scrutiny Management Board
Date:	26 September 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 Board's consideration to ensure that all key decisions are scrutinised by the relevant scrutiny committee.

2. Conclusion

The Board is invited to review, consider and comment on its proposed work programme for the coming year, which is attached at Appendix A to this report. The Board may 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)

26 September 2019		
Item	Contributor	Purpose
Revenue Budget Monitoring Report 2019/20	Michelle Grady, Assistant Director for Strategic Finance	Pre Decision Scrutiny (Executive decision on 1 October 2019)
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	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, 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
Draft Corporate Plan	George Spiteri, Head of Commercial Services – Projects and Performance	Policy Development
Update on the Council People Management and Workforce Plan	Fiona Thompson, Head of Human Resources	Performance Scrutiny

24 October 2019		
Item	Contributor	Purpose
Review of Financial Risk Assessment	Dave Simpson, Head of Finance - Technical and Development	Budget 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
Draft Corporate Plan	George Spiteri, Head of Commercial Services – Projects and Performance	Policy Development
Performance Reporting against the Council Business Plan 2019/20 - Quarter 2	Jasmine Sodhi, Performance and Equalities Manager	Pre-Decision Scrutiny (Executive decision on 3 December 2019)
Property Services Contract Update	Kevin Kendall, Assistant Director – Corporate Property Stuart Wright, Contract Manager	Performance Scrutiny
Performance of the Corporate Support Services Contract	Sophie Reeve, Assistant Director Commercial Arnd Hobohm, Serco Contract Manager John Wickens, Interim Assistant Director ICT	Performance Scrutiny

28 November 2019		
Item	Contributor	Purpose
Treasury Management Performance Quarter 2 (1 July to 30 September 2019)	Karen Tonge, Treasury Manager Chris Scott, Link Asset Services	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
Scrutiny Panel B: <i>Review of Overview and Scrutiny</i> – Interim Update	Cllr Angela Newton, Chairman of Scrutiny Panel B	Scrutiny Review Activity
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, 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
Final Draft Council Business Plan 2020/21	Jasmine Sodhi, Performance and Equalities Manager	Pre-Decision Scrutiny (Executive Decision on 4 February 2020)
Revenue Budget Monitoring Report 2019/20	Michelle Grady, Assistant Director for Strategic Finance	Pre Decision Scrutiny (Executive decision on 4 February 2020)

30 January 2020		
Item	Contributor	Purpose
Capital Budget Monitoring Report 2019/20	Michelle Grady, Assistant Director for Strategic Finance	Pre Decision Scrutiny (Executive decision on 4 February 2020)
Service Budget Proposals 2020/21	Michelle Grady, Assistant Director for Strategic Finance	Budget Scrutiny (Council Decision on 28 February 2020)
Capital Strategy 2020/21	Sue Maycock, Head of Finance - Corporate Michelle Grady, Assistant Director for Strategic Finance	Pre-Decision Scrutiny (Executive decision on 4 February 2020)
Financial Strategy	Sue Maycock, Head of Finance - Corporate Michelle Grady, Assistant Director for Strategic Finance	Pre-Decision Scrutiny (Executive decision on 4 February 2020)
Council Budget 2020/21	Michelle Grady, Assistant Director for Strategic Finance	Budget Scrutiny (Council Decision on 28 February 2020)

27 February 2020		
Item	Contributor	Purpose
Performance Reporting against the Council Business Plan 2019/20 - Quarter 3	Jasmine Sodhi Performance and Equalities Manager	Pre-Decision Scrutiny (Executive decision on 3 March 2020)
Treasury Management Performance Quarter 3 (1 October 2019 to 31 December 2019)	Karen Tonge Treasury Manager Chris Scott, Link Asset Services	Performance Scrutiny
Treasury Management Strategy Statement and Annual Investment Strategy 2020/21	Karen Tonge Treasury Manager Chris Scott, Link Asset Services	Pre-Decision Scrutiny (Executive Councillor Decision TBC)

27 February 2020		
Item	Contributor	Purpose
Performance of the Corporate Support Services Contract	Sophie Reeve, Assistant Director Commercial Arnd Hobohm, Serco Contract Manager John Wickens, Interim Assistant Director ICT	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

26 March 2020		
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

30 April 2020		
Item	Contributor	Purpose
Overview and Scrutiny Annual Report	Nigel West, Head of Democratic Services and Statutory Scrutiny Officer	Performance Scrutiny

30 April 2020		
Item	Contributor	Purpose
<p>Overview and Scrutiny Work Programmes</p> <ul style="list-style-type: none"> Children and Young People Scrutiny Committee Public Protection and Communities Scrutiny Committee 	<p>Cllr Robert Kendrick, Chairman of Children and Young People Scrutiny Committee</p> <p>Cllr Nigel Pepper, Chairman of Public Protection and Communities Scrutiny Committee</p>	Performance Scrutiny

28 May 2020		
Item	Contributor	Purpose
Performance of the Corporate Support Services Contract	<p>Sophie Reeve, Assistant Director Commercial</p> <p>Arnd Hobohm, Serco Contract Manager</p> <p>John Wickens, Interim Assistant Director ICT</p>	Performance Scrutiny
Updates on the Council People Management and Workforce Plan and the Employee Survey	Fiona Thompson, Head of Human Resources	Performance Scrutiny
<p>Overview and Scrutiny Work Programmes</p> <ul style="list-style-type: none"> Environment and Economy Scrutiny Committee Highways and Transport Scrutiny Committee Flood and Water Management Scrutiny Committee 	<p>Cllr Wendy Bowkett, Chairman of Environment and Economy Scrutiny Committee</p> <p>Cllr Bob Adams, Chairman of Highways and Transport Scrutiny Committee</p> <p>Cllr Paul Skinner, Chairman of the Flood and Water Management Scrutiny Committee</p>	Performance Scrutiny

02 July 2020		
Item	Contributor	Purpose
Review of Financial Performance 2019/20	Dave Simpson, Head of Finance - Technical and Development	Pre-Decision Scrutiny (Executive decision on 7 July 2020)
Treasury Management Annual Report 2019/20	Karen Tonge, Treasury Manager Chris Scott, Link Asset Services	Performance Scrutiny
Performance Reporting against the Council Business Plan 2019/20 - Quarter 4	Jasmine Sodhi, Performance and Equalities Manager	Pre-Decision Scrutiny (Executive decision on 7 July 2020)
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

Items to be Scheduled

- Formation of a Company for Legal Services
- Business World Reconfiguration

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 18 September 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	Executive – 1 October 2019

Scrutiny Panel B	Membership	Completion Date
Review of Overview and Scrutiny	<p>Councillors Mrs A Newton (Chairman), A H Turner (Vice Chairman), B Adams, C Matthews, R B Parker, S P Roe, M A Whittington and R Wootten</p> <p>Councillor B Young (Executive Non-Voting Added Member)</p>	<p>Overview and Scrutiny Management Board – 19 December 2019 (Interim Report)</p> <p>Overview and Scrutiny Management Board – 26 March 2020 (Final Report)</p> <p>Executive – 5 May 2020</p>

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 18 September 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 OCTOBER 2019

PUBLISHED ON 2 SEPTEMBER 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
I018554	Housing Related Support Services	Open	Executive 1 Oct 2019	Adults and Community Wellbeing Scrutiny Committee	Reports	Head of Prevention and Early Intervention Tel: 01522 554227 Email: semantha.neal@lincolnshire.gov.uk	All
I018688 New!	Commissioning of Supported Accommodation: Children's Services	Open	Executive 1 Oct 2019	Children and Young People Scrutiny Committee	Reports	Senior Commissioning Officer Tel: 01522 552687 Email: amy.allcock@lincolnshire.gov.uk	All Divisions
I017884	Highways 2020 Award	All Open/ Exempts	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
I018597	Proposal to expand capacity at Athena School, Lincoln (Final Decision)	Open	Executive Councillor: Adult Care, Health and Children's Services 1 Nov 2019	Interested parties as DfE guidance including parents, school staff, neighbouring schools, County, Parish and District Councils, MPs, Trade Unions and Diocese	Reports	Admissions and Education Provision Manager Tel: 01522 553535 Email: matthew.clayton@lincolnshire.gov.uk	Boultham; Carholme; Ermine and Cathedral; Park; St Giles
I018150	Direct Payment Support Service	Open	Executive 5 Nov 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

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
I017458	Spalding Western Relief Road	Open	Executive 5 Nov 2019	Spalding Western Relief Road Executive Management Board; Public & Businesses in Spalding/ South Holland District Council; and Highways and Transport Scrutiny Committee	Reports	Senior Project Leader (Major Schemes) Tel: 01522 555587 Email: Teresa.james@lincolnshire.gov.uk	
I018573 New!	New LPFT Mental Health S75 Partnership Agreement	Exempt	Executive 3 Dec 2019	Adults and Community Wellbeing Scrutiny Committee	Reports	Interim Head of Mental Health Services Tel: 01522 553836 Email: lorraine.graves@lincolnshire.gov.uk	All Divisions
I018630 New!	Draft Joint Lincolnshire Flood Risk & Water Management Strategy 2019-2050	Open	Executive 3 Dec 2019	Flood and Water Management Scrutiny Committee; Environment and Economy Scrutiny Committee; Departmental Leadership Team; Corporate Leadership Team; Executive Councillor for Economy & Place; Executive Councillor for Commercial & Environmental Management; Lincolnshire Flood Risk & Water Management Group; Lincolnshire Flood Risk & Water Management Strategy Group; Greater Lincolnshire Leaders & Chief Executives' Group; Public and Stakeholder Consultation	Reports	Head of Environment Tel: 01522 554809 Email: david.hickman@lincolnshire.gov.uk	All Divisions

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
I018626 New!	The Sustainable Modes of Transport to School (SMOTS) Strategy	Open	Executive Councillor: Adult Care, Health and Children's Services 3 Dec 2019	Colleagues in Highways; Countryside Services; Public Health; the Transport Services Group; Children and Young People Scrutiny Committee	Reports	Children's Commissioning Manager Tel: 01522 554053 Email: mark.rainey@lincolnshire.gov.uk	All Divisions
I018631 New!	Re-commissioning of the Lincolnshire Advocacy Services	Open	Executive Councillor: Adult Care, Health and Children's Services Between 2 Dec 2019 and 9 Dec 2019	Adults and Community Wellbeing Scrutiny Committee	Reports	Senior Commercial and Procurement Officer Tel: 01522 554087 Email: marie.kaempfe-rice@lincolnshire.gov.uk	All Divisions
I018689 New!	Re-commissioning of the Multi-Purpose Block Bed Provision	Open	Executive Councillor: Adult Care, Health and Children's Services Between 2 Dec 2019 and 9 Dec 2019	Adults and Community Wellbeing Scrutiny Committee	Reports	Senior Commercial and Procurement Officer Tel: 01522 554087 Email: marie.kaempfe-rice@lincolnshire.gov.uk	All Divisions
I018713 New!	Council Budget 2020/21	Open	Executive 17 Dec 2019		Reports	Assistant Director - Strategic Finance Tel: 01522 553235 Email: michelle.grady@lincolnshire.gov.uk	All Divisions
I018714 New!	Council Budget 2020/21	Open	Executive 4 Feb 2020	Overview and Scrutiny	Reports	Assistant Director - Strategic Finance Tel: 01522 553235 Email: michelle.grady@lincolnshire.gov.uk	All Divisions

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