



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

Report to:	<b>Overview and Scrutiny Management Board</b>
Date:	<b>17 December 2020</b>
Subject:	<b>Overview and Scrutiny Management Board Work Programme</b>

**Summary:**

This item informs the Board of its current work programme for 2020/21. These meetings may be held remotely under the new "Local Authorities and Police and Crime Panels (Coronavirus) (Flexibility of Local Authority and Police and Crime Panel Meetings) (England and Wales) Regulations 2020" which have been introduced in April 2020 in response to the Coronavirus pandemic.

**Actions Required:**

This item is for information only.

## **1. Background**

### Work Programme

The current version of the work programme for the Overview and Scrutiny Management Board is set out in Appendix A.

### Executive Forward Plan

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

## **2. Conclusion**

This item is to inform the Overview and Scrutiny Management Board of its current work programme for 2020/21, which is attached at Appendix A to this report.

### 3. Consultation

#### a) 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	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 and Statutory Scrutiny Officer, who can be contacted on 01522 552840 or by e-mail at [nigel.west@lincolnshire.gov.uk](mailto: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)

<b>17 December 2020 – Virtual Meeting</b>		
<b>Item</b>	<b>Contributor</b>	<b>Purpose</b>
Scrutiny Review Report: Developer Contributions	Councillor Linda Wootten, Chairman of Scrutiny Panel A	Scrutiny Review Activity
Draft Infrastructure Funding Statement	Brendan Gallagher, Principal Planning Officer – Infrastructure	Pre Decision Scrutiny (Leader decision between 18 - 23 December 2020)
Corporate Support Services Review - Scope, Prime Provider Update and Draft IMT Model	Sophie Reeve, Assistant Director - Commercial John Wickens, Assistant Director – IMT and Enterprise Architecture	Policy Development
Update on IMT Services - Data Services and Serco Contract Performance	Sue Cline, Head of Data Services and Business Intelligence Paul Elverstone, ICT Contracts and Licensing Officer	Performance Scrutiny
Covid-19 Update	Michelle Andrews, Assistant Director – Corporate Recovery	Policy Development / Review

<b>28 January 2021 – Virtual Meeting</b>		
<b>Item</b>	<b>Contributor</b>	<b>Purpose</b>
Performance Reporting against the Corporate Plan Performance Framework 2020-2021 - Quarters 1 and 2	Jasmine Sodhi, Performance and Equalities Manager	Pre Decision Scrutiny (Executive decision on 2 February 2021)

Covid-19 Update	Michelle Andrews, Assistant Director – Corporate Recovery	Policy Development / Review
Service Budget Proposals 2021/22	Keith Noyland, Head of Finance - Communities	Budget Scrutiny (Executive decision on 2 February 2021) (Council Decision on 19 February 2021)
County Council Budget 2021/22	Michelle Grady, Assistant Director - Strategic Finance	Budget Scrutiny (Executive decision on 2 February 2021) (Council Decision on 19 February 2021)
Capital Strategy 2021/22	Sue Maycock, Head of Finance - Corporate  Michelle Grady, Assistant Director for Strategic Finance	Pre-Decision Scrutiny (Executive decision on 2 February 2021)
Overview of the Transformation Programme	Andrew McLean, Assistant Director – Corporate Transformation, Programmes and Performance  Clare Rowley, Head of Transformation	Policy Development / Review
Business World ERP System Re-Design – Progress Report	Louisa Harvey, ERP System Delivery Manager  Andrew McLean, Assistant Director – Corporate Transformation, Programmes and Performance	Performance Scrutiny

<b>25 February 2021 – Virtual Meeting</b>		
<b>Item</b>	<b>Contributor</b>	<b>Purpose</b>
Treasury Management Performance Quarter 3 (1 October 2020 to 31 December 2020)	Karen Tonge Treasury Manager	Performance Scrutiny
Treasury Management Strategy Statement and Annual Investment Strategy 2021/22	Karen Tonge Treasury Manager Chris Scott, Link Asset Services	Pre-Decision Scrutiny (Executive Councillor Decision on 11 March 2021)
Performance Reporting against the Corporate Plan Performance Framework 2020/21 - Quarter 3	Jasmine Sodhi, Performance and Equalities Manager	Pre Decision Scrutiny (Executive decision on 2 March 2021)
Covid-19 Update	Michelle Andrews, Assistant Director – Corporate Recovery	Policy Development / Review
Revenue Budget Monitoring Report 2020/21 – Quarter 3	Michelle Grady, Assistant Director - Strategic Finance	Pre Decision Scrutiny (Executive decision on 2 March 2021)
Capital Budget Monitoring Report 2020/21 – Quarter 3	Michelle Grady, Assistant Director - Strategic Finance	Pre Decision Scrutiny (Executive decision on 2 March 2021)

<b>17 March 2021 – Virtual Meeting</b>		
<b>Item</b>	<b>Contributor</b>	<b>Purpose</b>
Status Update on the Transformation Programme	Andrew McLean, Assistant Director – Corporate Transformation, Programmes and Performance Clare Rowley, Head of Transformation	Policy Development / Review

<b>17 March 2021 – Virtual Meeting</b>		
<b>Item</b>	<b>Contributor</b>	<b>Purpose</b>
Performance of the Corporate Support Services Contract and Update on the Corporate Support Services Review	Sophie Reeve, Assistant Director - Commercial Arnd Hobohm, Serco Contract Manager	Performance Scrutiny
Update on IMT Services <ul style="list-style-type: none"> <li>• Project Portfolio</li> <li>• Business Enablement</li> </ul>	Donna Fryer, Head of Portfolio and Resources Allison Kapethanasis, ICT Business Relationship and User Engagement Manager	Performance Scrutiny
Establishment of the Legal Services Company – Progress Report	David Coleman, Chief Legal Officer	Performance Scrutiny
Covid-19 Update	Michelle Andrews, Assistant Director – Corporate Recovery	Policy Development / Review
Property Services Contract Year Five Report	Stuart Wright , Contract Manager - Corporate Property	Performance Scrutiny

<b>29 April 2021</b>		
<b>Item</b>	<b>Contributor</b>	<b>Purpose</b>

<b>17 June 2021</b>		
<b>Item</b>	<b>Contributor</b>	<b>Purpose</b>
Introduction to Service Areas reporting to the Overview and Scrutiny Management Board	Debbie Barnes, Chief Executive Andrew Crookham, Executive Director – Resources James Drury, Executive Director - Commercial	Induction

1 July 2021		
Item	Contributor	Purpose
Treasury Management Annual Report 2020/21	Karen Tonge, Treasury Manager Chris Scott, Link Asset Services	Performance Scrutiny
Review of Financial Performance 2020/21	Michelle Grady, Assistant Director - Strategic Finance	Pre-Decision Scrutiny (Executive decision on 6 July 2021)
Performance Reporting against the Corporate Plan Performance Framework 2020/21 - Quarter 4	Jasmine Sodhi, Performance and Equalities Manager	Pre Decision Scrutiny (Executive decision on 6 July 2021)
Update on IMT Services <ul style="list-style-type: none"> <li>Plan Delivery</li> <li>Service KPI's &amp; Service Issues</li> </ul>	John Wickens, Assistant Director - IMT and Enterprise Architecture Miranda Johnson, Head of Contracted Services, IMT	Performance Scrutiny
HR Management Information and Workforce Plan Update Report	Lucy Shevill, Strategic HR Business Partner Fiona Thompson, Head of Human Resources	Performance Scrutiny

**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](mailto:Tracy.Johnson@lincolnshire.gov.uk)**

**FORWARD PLAN OF KEY DECISIONS FROM 04 JANUARY 2021**

PUBLISH DATE 4 DECEMBER 2020

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
I020062	Council Budget 2021/22	Open	Executive  5 Jan 2021		Report	Assistant Director for Strategic Finance Email: <a href="mailto:michelle.grady@lincolnshire.gov.uk">michelle.grady@lincolnshire.gov.uk</a>	All Divisions
I021480	Exception to the Contract and Procurement Procedure Rules - Behaviour Outreach Support Service	Exempt	Executive Councillor: Adult Care, Health and Children's Services  Between 18 Jan 2021 and 21 Jan 2021	Children and Young People Scrutiny Committee	Exempt Report	Interim Commissioning Manager - Commercial Email: <a href="mailto:saraj.gregory@lincolnshire.gov.uk">saraj.gregory@lincolnshire.gov.uk</a>	All Divisions
I021492	A1084 Caistor Safer Roads Primary Route Network	Open	Executive Councillor: Highways, Transport and IT  And  Leader of the Council (Executive Councillor: Resources and Communications),  Between 18 Jan 2021 and 29 Jan 2021	Highway colleagues and utility companies	Report	Senior Project Leader Email: <a href="mailto:karl.gibson@lincolnshire.gov.uk">karl.gibson@lincolnshire.gov.uk</a>	North Wolds
I021123	Schools funding update 2021/22 - mainstream schools	Open	Executive Councillor: Adult Care, Health and Children's Services  20 Jan 2021	Children and Young People Scrutiny Committee	Report	Head of Finance (Children's Services) Email: <a href="mailto:mark.popplewell@lincolnshire.gov.uk">mark.popplewell@lincolnshire.gov.uk</a>	All Divisions



I021047	The expansion of St Bernard's School, Louth	Exempt	Leader of the Council (Executive Councillor: Resources and Communications)  Between 25 Jan 2021 and 29 Jan 2021	Children and Young People Scrutiny Committee	Exempt Report	Head of Property Development Email: <a href="mailto:dave.pennington@lincolnshire.gov.uk">dave.pennington@lincolnshire.gov.uk</a>  Programme Manager, Special Schools Strategy Email: <a href="mailto:eileen.mcmorrow@lincolnshire.gov.uk">eileen.mcmorrow@lincolnshire.gov.uk</a>	Louth South
I021482	Highway Fees and Charges Annual Review	Open	Executive Councillor: Highways, Transport and IT  Between 26 Jan 2021 and 29 Jan 2021	Highways and Transport Scrutiny Committee	Report	Traffic Manager Email: <a href="mailto:mick.phoenix@lincolnshire.gov.uk">mick.phoenix@lincolnshire.gov.uk</a>	All Divisions
I021125	Charging for Pre-Application Advice	Open	Executive  2 Feb 2021	Environment and Economy Scrutiny Committee	Report	Head of Planning Email: <a href="mailto:neil.mcbride@lincolnshire.gov.uk">neil.mcbride@lincolnshire.gov.uk</a>	All Divisions
I021124	Hoplands, Sleaford Extra Care Housing Scheme	Open	Executive  2 Feb 2021	Adults and Community Wellbeing Scrutiny Committee	Report	Senior Project Manager Email: <a href="mailto:emma.rowitt@lincolnshire.gov.uk">emma.rowitt@lincolnshire.gov.uk</a>	All Divisions
I021368	Green Master Plan	Open	Executive  2 Feb 2021	Environment and Economy Scrutiny Committee; Transformation Programme Board; Departmental Leadership Team; Corporate Leadership Team; Partner organisations	Report	Head of Environment Email: <a href="mailto:david.hickman@lincolnshire.gov.uk">david.hickman@lincolnshire.gov.uk</a>	All Divisions
I021361	Review of the Lincolnshire Minerals and Waste Local Plan	Open	Executive  2 Feb 2021	Environment and Economy Scrutiny Committee	Report	Minerals and Waste Policy and Compliance Manager Email: <a href="mailto:adrian.winkley@lincolnshire.gov.uk">adrian.winkley@lincolnshire.gov.uk</a>	All Divisions
I020523	County Council Budget 2021/22	Open	Executive  2 Feb 2021	Overview and Scrutiny Management Board	Report	Assistant Director - Strategic Finance Email: <a href="mailto:michelle.grady@lincolnshire.gov.uk">michelle.grady@lincolnshire.gov.uk</a>	All Divisions
I021473	Lincolnshire Homes for Independence blueprint	Open	Executive  2 Feb 2021	Lincolnshire Health and Wellbeing Board; and the Housing Health and Care Delivery Group	Report	Assistant Director, Prevention and Early Intervention Email: <a href="mailto:semantha.neal@lincolnshire.gov.uk">semantha.neal@lincolnshire.gov.uk</a>	All Divisions

021494	Tattershall Household Waste recycling Centre	Open	Executive Councillor: Commercial and Environmental Management Between 24 Feb 2021 and 26 Feb 2021	Environment and Economy Scrutiny Committee	Report	Delivery & Transformation Manager (Waste) Email: <a href="mailto:mike.reed@lincolnshire.gov.uk">mike.reed@lincolnshire.gov.uk</a>	
I021048	The expansion of the Priory School, Spalding	Open	Leader of the Council (Executive Councillor: Resources and Communications)  Between 10 Mar 2021 and 15 Mar 2021	Children and Young People Scrutiny Committee	Report	Head of Property Development Email: <a href="mailto:dave.pennington@lincolnshire.gov.uk">dave.pennington@lincolnshire.gov.uk</a>  Programme Manager, Special Schools Strategy Email: <a href="mailto:eileen.mcmorrow@lincolnshire.gov.uk">eileen.mcmorrow@lincolnshire.gov.uk</a>	Spalding South
I021497	The future of the boarding provision at The St Francis Special School, Lincoln (Final decision)	Open	Executive Councillor: Adult Care, Health and Children's Services  Between 15 Mar 2021 and 19 Mar 2021	Interested parties as DfE guidance including: school staff, schools, County, Parish and District Councils, MPs, Trade Unions; Diocese; local NHS; and the Children and Young People Scrutiny Committee	Report	Interim Head of Education Support Email: <a href="mailto:matthew.clayton@lincolnshire.gov.uk">matthew.clayton@lincolnshire.gov.uk</a>	All Divisions
I021049	The expansion of St Lawrence's School, Horncastle	Open	Leader of the Council (Executive Councillor: Resources and Communications)  Between 28 Jun 2021 and 2 Jul 2021	Children and Young People Scrutiny Committee	Report	Head of Property Development Email: <a href="mailto:dave.pennington@lincolnshire.gov.uk">dave.pennington@lincolnshire.gov.uk</a>  Programme Manager, Special Schools Strategy Email: <a href="mailto:eileen.mcmorrow@lincolnshire.gov.uk">eileen.mcmorrow@lincolnshire.gov.uk</a>	Horncastle and the Keals
I021050	The expansion of St Christopher's School, Lincoln	Open	Leader of the Council (Executive Councillor: Resources and Communications)  Between 29 Nov 2021 and 3 Dec 2021	Children and Young People Scrutiny Committee	Report	Head of Property Development Email: <a href="mailto:dave.pennington@lincolnshire.gov.uk">dave.pennington@lincolnshire.gov.uk</a>  Programme Manager, Special Schools Strategy Email: <a href="mailto:eileen.mcmorrow@lincolnshire.gov.uk">eileen.mcmorrow@lincolnshire.gov.uk</a>	Swallow Beck and Witham