

Public Document Pack




Meeting: Scrutiny Management Board
Date: Monday 27th November, 2023
Time: 7.00 pm
Venue: Council Chamber, Corby Cube, George St, Corby, NN17 1QG

The meeting will be available for the public to view live at our Democratic Services' YouTube channel:

<https://www.youtube.com/c/DemocraticServicesNorthNorthantsCouncil>

To members of the Scrutiny Management Board

Councillors Gill Mercer (Chair), *Vacancy* (Vice-Chair), Councillor Lyn Buckingham, Councillor Lora Lawman, Councillor Kevin Watt and Councillor Graham Lawman

Agenda			
Item	Subject	Presenting Officer	Page no.
01	Apologies for absence		
02	Minutes of the meeting held on 7 September 2023		5 - 8
03	Declarations of Interest		
04	Notification of requests to attend the meeting		
Items for Decision			
05	Scrutiny Workplan - November 2023 Update	Ben Smith, Head of Democratic Services	9 - 66
06	Scrutiny Training Programme	Ben Smith, Head of Democratic Services	67 - 76
07	Close of Meeting		
<p>Adele Wylie, Monitoring Officer North Northamptonshire Council</p>  <p>Proper Officer 17 November 2023</p>			

This agenda has been published by Democratic Services.

Committee Administrator: Ben Smith

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ITEM	NARRATIVE	DEADLINE
Members of the Public Agenda Statements	<p>If you want to address one of the Scrutiny Committees you will need to give two full working days' notice before the meeting.</p> <p>You can make a statement which must relate to an agenda item and you will be expected to attend the meeting to read out your statement. You will have a maximum of three minutes to make your statement and it will be made at the start of the relevant agenda item. Your statement will be considered during the subsequent debate.</p>	Wednesday 22 November 2023 at 5.00pm

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Members are reminded of their duty to ensure they abide by the approved Member Code of Conduct whilst undertaking their role as a Councillor. Where a matter arises at a meeting which **relates to** a Disclosable Pecuniary Interest, you must declare the interest, not participate in any discussion or vote on the matter and must not remain in the room unless granted a dispensation.

Where a matter arises at a meeting which **relates to** other Registerable Interests, you must declare the interest. You may speak on the matter only if members of the public are also allowed to speak at the meeting but must not take part in any vote on the matter unless you have been granted a dispensation.

Where a matter arises at a meeting which **relates to** your own financial interest (and is not a Disclosable Pecuniary Interest) or **relates to** a financial interest of a relative, friend or close associate, you must disclose the interest and not vote on the matter unless granted a dispensation. You may speak on the matter only if members of the public are also allowed to speak at the meeting.

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Minutes of a meeting of the Scrutiny Management Board

Held at 7.00 pm on Thursday 7th September, 2023 in the Council Chamber,
Corby Cube, George Street, Corby, Northants, NN17 1QG

Present:-

Members

Councillor Gill Mercer (Chair)
Councillor Lyn Buckingham
Councillor Lora Lawman

Councillor Kevin Watt

In attendance

Cllr Graham Lawman

Officers

Adele Wylie – Executive Director for Customer and Governance (Monitoring Officer)
Ben Smith – Head of Democratic Services (Statutory Scrutiny Officer)

1 Apologies for non-attendance.

There were no apologies for attendance.

2 Members' Declarations of Interest

The Chair invited those who wished to do so to declare any interests in respects of items on the agenda.

No declarations were made.

3 Notifications of requests to address the meeting.

It was confirmed there were no requests to address the meeting.

4 Scrutiny Workplan 2023/24

The Scrutiny Management Board considered a report of the Head of Democratic Services which sought consideration of the draft annual workplan for 2023/24. A copy of the report is attached to the agenda for the meeting.

It was noted that the Scrutiny Management Board had adopted a two-stage approach to work planning for 2023/24. This had consisted of information gathering from Executive Members and Corporate Leadership Team officers at a workshop held on 8 August 2023, and a further workshop to consider carry forwards from the previous 2022/23 workplan new items proposed for the 2023/24 year.

The Board discussed the proposed plan and made a number of minor amendments.

It also considered the Executive Forward Plan for September to December 2023, noting it would be an important tool to use to decide which items were of importance to exercise pre-scrutiny.

It then considered a number of additional items that had been requested for consideration. Of those not already having been identified as being in the workplan, the following was agreed:-

- i) Sustainable Urban Extensions (requested by Cllr Steven North) – to be added to the Place and Economy Scrutiny workplan;
- ii) Greenway Strategy (requested by Cllr Valerie Anslow) – to receive an update later in the municipal year if necessary via the Place and Economy workplan;
- iii) Culture, Heritage and Tourism Business Plan (requested by Cllr Valerie Anslow) – to be added to the Health Scrutiny workplan;
- iv) A509 Isham Bypass Business Case (requested by a councillor) – recommended that a briefing note on the current position be provided to all councillors;
- v) Housing Voids (item suggested by Corporate Scrutiny Committee) – to be added to the Place and Environment Scrutiny workplan;
- vi) Agency/OPUS figures (item suggested by Corporate Scrutiny Committee) – to be added to the Corporate Scrutiny workplan;
- vii) Review of Implementation of Pay and Grading (item suggested by Corporate Scrutiny Committee) – to be added to the Corporate Scrutiny workplan.

Resolved:-

That the Scrutiny Management Board:-

- a) Notes that the Workplan attached as Appendix A has been drafted as a result of:-
 - i) a collaborative workshop between members of the Scrutiny Management Board, the Executive, and officers from the Corporate Leadership Team;
 - ii) a further workshop between members of the Scrutiny Management Board and the Statutory Scrutiny Officer;
 - iii) consideration of potential carry-forward items from the 2022/23 scrutiny workplan.
- b) Further to comments now made at the meeting, approves the first iteration of the Workplan, to be circulated to all councillors and senior officers;
- c) Notes that the Workplan is a living document which will be subject to review and may be updated:-
 - i) to reflect the changing needs and priorities of scrutiny; and
 - ii) following consideration of items requested by the three scrutiny committees and individual councillors.

Reason for Recommendations – To meet the Constitutional requirements for the Scrutiny Management Board to demonstrate its strategic responsibility for the Scrutiny

function, its overall responsibility for the direction and management of Scrutiny, and to fulfil its obligation to develop and approve an Annual Scrutiny Workplan.

Alternative Options Considered – Not to develop a Scrutiny Workplan - however this would not demonstrate the Board’s strategic responsibility, or provide the necessary strategic direction to the three Scrutiny Committees.

5 Dates of Future Meetings.

Resolved:-

- a) That regular meetings of the Scrutiny Management Board should take place quarterly for the remainder of the municipal year, during November 2023, February and April 2024;
- b) That meetings for other months of the municipal year should be diarised in case of a call-in needing to be considered following a meeting of the Executive, but that these be held only if necessary.

Chair

Date

The meeting closed at 8.30 pm

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Scrutiny Management Board 27 November 2023

Report Title	Scrutiny Annual Workplan 2023/24 – November 2023 Update
Report Author	Ben Smith, Head of Democratic Services/Statutory Scrutiny Officer ben.smith@northnorthants.gov.uk

Are there public sector equality duty implications?	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
Does the report contain confidential or exempt information (whether in appendices or not)?	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
Applicable paragraph number/s for exemption from publication under Schedule 12A Local Government Act 1972	

List of Appendices

Appendix A – Proposed Revisions to Scrutiny Workplan 2023/24

Appendix B – Executive Forward Plan September – November 2023 to February 2024

Appendix C – Additional Items for Consideration

1. Purpose of Report

- 1.1. For Scrutiny Management Board to consider the updated annual workplan for 2023/24, attached as Appendix A, and to approve its contents.

2. Executive Summary

- 2.1. The Scrutiny Management Board has overall responsibility for the direction and management of Scrutiny to ensure that non-executive members make an effective contribution to the improvement and development of the Council, its services, and other external public services for the benefit of North Northamptonshire.
- 2.2. As part of this responsibility, the Scrutiny Management Board developed an Annual Scrutiny Workplan during the summer of 2023, approving it on 7 September 2023. This report provides an updated position in respect of the following recent meetings of the three scrutiny committees.

3. Recommendations

- 3.1. It is recommended that the Scrutiny Management Board:-
- (a) Provides comments about whether the updated list of dates for when items included in the Workplan are satisfactory;
 - (b) Considers whether any items in the current Executive Forward Plan, attached as Appendix B, should be added for pre-scrutiny at this stage;
 - (c) Considers whether any items recently generated by scrutiny, attached as Appendix C, should be added to the Workplan;
 - (d) Subject to comments made, approve the second iteration of the Workplan attached at Appendix A.
 - (e) Notes that the Workplan remains a living document which will be subject to review and may be updated
 - i. to reflect the changing needs and priorities of scrutiny; and
 - ii. following consideration of items requested by the three scrutiny committees and individual councillors.
- 3.2. *(Reason for Recommendations – To meet the Constitutional requirements for the Scrutiny Management Board to demonstrate its strategic responsibility for the Scrutiny function, its overall responsibility for the direction and management of Scrutiny, and to fulfil its obligation to develop, approve and monitor the Annual Scrutiny Workplan.*
- 3.3. *(Alternative Options Considered – Not to update the Scrutiny Workplan - however this would not demonstrate the Board’s strategic responsibility, or provide the necessary strategic direction to the three Scrutiny Committees.)*

4. Report Background

- 4.1. Statutory guidance on scrutiny issued by the then Ministry of Housing, Communities and Local Government in May 2019 states that effective work programming is the bedrock of an effective scrutiny function. Done well it can help lay the foundations for targeted, incisive and timely work on issues of local importance, where scrutiny can add value. Done badly, scrutiny can end up wasting time and resources on issues where the impact of any work done is likely to be minimal.
- 4.2. There are several inputs that should be considered in building an effective workplan. These are member ideas, community concerns, the Corporate Plan, Executive Members and discussions about their individual portfolio

objectives, officers and the Executive Forward Plan. It is also important to obtain input from partner organisations.

- 4.3. The Scrutiny Management Board adopted a two-stage approach to work planning for 2023/24. This consisted of information gathering from Executive members and Corporate Leadership Team officers at a workshop held on 8 August 2023, and a further workshop with the Statutory Scrutiny Officer to consider carry forwards from the previous 2022/23 workplan and new items proposed for the 2023/24 year.
- 4.4. The first iteration of the Workplan was then considered and approved at the meeting of the Scrutiny Management Board held on 7 September 2023.

5. Issues and Choices

- 5.1. The draft updated workplan is attached at Appendix A. The format of the proposed workplan is designed around each scrutiny committee and its meetings schedule for 2023/24, together with a section for scrutiny review panels, in order of priority.
- 5.2. Scrutiny Management Board members received a number of possible items that it may wish to consider at its Scrutiny/Executive Conference on 8 August 2023 from Executive Members and Corporate Leadership Team officers. Board members then developed a proposed list of items at a further workshop held with the Statutory Scrutiny Officer held on 24th August 2023.
- 5.3. In considering its priorities for 2023/24, the Scrutiny Management Board prioritised some aspects of the outstanding 2022/23 workplan that had not been completed, together with new priorities for 2023/24.
- 5.4. Attached at Appendix B is the latest Executive Forward Plan. It is important for the Scrutiny Management Board to regularly review the Executive Forward Plan, to ensure that it also fulfils its obligations for 'pre-scrutiny' to comment on and seek to influence positively Executive decisions that may be forthcoming, either during consultation periods or following consultation periods in advance of the relevant Executive meeting.
- 5.5. A list of additional potential items, proposed at recent scrutiny meetings is attached at Appendix C, for the Board's further consideration.
- 5.6. It is proposed that in order to provide for effective and focussed scrutiny, no more than two detailed items are considered at each meeting of the Scrutiny Committee.
- 5.7. In terms of scrutiny panels, the scrutiny procedure rules within the Council's constitution provide for the Scrutiny Management Board to add Panels to the Annual Workplan and determine which Committee shall be responsible for the Panels work. Panels should be used to ensure that the relevant Committee is having an impact and meeting its statutory duties.

- 5.8. Within the Council Constitution's Scrutiny Procedure Rules, there is provision for a maximum of four panels established at any one time across all Committees unless the Scrutiny Management Board agrees that there are exceptional circumstances (taking into consideration resource implications and advice from the statutory Scrutiny Officer). This exclude long standing Panels which meet annually (Outside Bodies Scrutiny Panel and Budget Scrutiny Panel).
- 5.9. It is for the Scrutiny Management Board to decide what action to take on any proposed items, be they for committee or panel consideration, ensuring any that are added are properly thought out in terms of value, duplication and resource.

6. Next Steps

- 6.1. Following approval of the updated scrutiny workplan for 2023/24, it will be communicated to all members of the three Scrutiny Committees, together with Executive members and Corporate Leadership Team officers.
- 6.2. The Scrutiny Workplan is purposefully not fully populated at this stage. This is in recognition that there will be new and changing priorities to be considered throughout the remainder of the municipal year, regularly by the Scrutiny Management Board, and additionally through proposed items from the scrutiny committees and councillors.

7. Implications (including financial implications)

7.1. Resources and Financial

- 7.1.1. Scrutiny Committees and Panels will be supported by Democratic Services Officers and officers with subject matter expertise from within the relevant departments of the Council. Scrutiny may make recommendations that will have financial implications and these will be identified on a case by case basis.

7.2. Legal and Governance

- 7.2.1. The Local Government Act 2000 introduced a requirement to have an overview and scrutiny committee. The principal power of a scrutiny committee is to influence the policies and decisions made by the council and other organisations involved in delivering public services. The Scrutiny Management Board or the three scrutiny committees are not decision making but have the power to gather evidence and make recommendations based upon its findings.

7.3. Relevant Policies and Plans

7.3.1. The work of Scrutiny assists with the delivery of the Council's Corporate Plan.

7.4. Risk

7.4.1. Failure to ensure an effective scrutiny function can lead to governance not being as robust. Failure to workplan would not be in line with statutory guidance and may lead to resources being allocated to matters which do not have an impact on the organisation and North Northamptonshire.

7.5. Consultation

7.5.1. None specific, although informal engagement has taken place with partners around items to be included on the workplan, and will continue throughout the municipal year.

7.6. Consideration by the Executive

7.6.1. The Executive participated in the Scrutiny/Executive workshop held on 7 August 2023, at which its departmental executive priorities were communicated to Scrutiny Management Board members.

7.7. Equality Implications

7.7.1. None specific to this report.

7.8. Climate Impact

7.8.1. None specific to this report.

7.9. Community Impact

7.9.1. None specific to this report.

7.10. Crime and Disorder Impact

7.10.1. None specific to this report.

8. Background Papers

8.1. [Scrutiny Procedure Rules – Part 7.1 of the Council's Constitution](#)

8.2. [May 2019 - Overview and Scrutiny Statutory Guidance for Councils and Combined Authorities](#)

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Scrutiny Work Plan 2023/2024

The Scrutiny Work Plan outlines the areas of work which are expected to be scrutinised over the coming months/year by or on behalf of the Council's Scrutiny function and any Panels/Task and Finish Groups convened for review work.

Topics added to the work plan will have expected outcomes to add value to the services delivered by the Council and its partners and/or improve the quality of lives of North Northamptonshire residents. It is recognised that there is a need for flexibility in the work plan so as to allow relevant issues to be dealt with as and when they arise.

Numerous sources of information can help to inform topic selection, including:

- Concerns that have been raised by the public/stakeholders (whether they are Council service specific or wider national/local issues)
- Issues relating to Councils outcomes, objectives and priorities
- Consultations and interviews
- Underperformance
- Executive recommendations about the pertinent issues that are emerging and any opportunities or threats on the horizon
- Central government priority changes
- Forward Plan
- Budgetary analysis

Scrutiny should always link back to the Council Corporate Plan so that it is scrutinising whether the Council is meeting its strategic aims.

Scrutiny should use effective processes to select topics that will contribute towards the best possible work plan for Scrutiny. This means looking at the sources of information that may help and using them to choose the right topics. A Scrutiny Conference was attended by Scrutiny members to develop this work plan where they reviewed information to inform the work plan and then prioritised the topics.

Successful Scrutiny is about looking at the right topic in the right way and Members will need to be selective whilst also being able to demonstrate clear arguments in favour of including or excluding topics. A common pitfall for Scrutiny can be the inclusion of topics on the work plan that are unmanageable, of limited interest to the community, purely for informational purposes, have few outcomes and fail to 'add value' to the work of the Council or the wellbeing of the community. As such the selection and prioritisation of topics is critical to the effectiveness of Scrutiny as such processes can ensure clearer focus, particularly in poor or weak areas of performance or major issues of concern to the wider community. It is not possible to include every topic suggested as Scrutiny has limited time and resources and therefore workplans need to be manageable.

SCRUTINY MANAGEMENT BOARD

27 NOVEMBER 2023

Detailed Scrutiny Items

	Suggested Topic	Reasons for Scrutiny	Officer and Executive Member	Notes
1.	Outcome of Scrutiny Members' Learning and Development Programme	<ul style="list-style-type: none"> To review the recent member training programme held in September and October and to agree any next steps required. 	Head of Democratic Services	

Regular Scrutiny Items

	Topic	Reasons for Scrutiny	Officer and Executive Member	Notes
1.	Review of Scrutiny Workplan	<ul style="list-style-type: none"> To review and update the workplan as required; To consider scrutiny agenda requests and allocate to the relevant Committee if they are approved. 	Head of Democratic Services	
2.	To determine call in requests.	<ul style="list-style-type: none"> To determine any call-in requests requested by members following consideration of relevant key decisions by the Executive. 	Head of Democratic Services, Executive Director of Customer and Governance	

SCRUTINY MANAGEMENT BOARD

8 FEBRUARY 2024

Detailed Scrutiny Items

	Suggested Topic	Reasons for Scrutiny	Officer and Executive Member	Notes
1.	Scrutiny/Executive Protocol	<ul style="list-style-type: none"> To consider and approve a Protocol for working relationships between Scrutiny and the Executive, following consultation with the Executive, Scrutiny Chairs and Vice Chairs, and CLT. 	Head of Democratic Services, Executive Director of Customer and Governance	Previously proposed to be considered at November meeting but proposal to delay to allow for informal consultation with the Leader and Executive.
2.		<ul style="list-style-type: none"> 		

Regular Scrutiny Items

	Topic	Reasons for Scrutiny	Officer and Executive Member	Notes
1.	Review of Scrutiny Workplan	<ul style="list-style-type: none"> To review and update the workplan as required; To consider scrutiny agenda requests and allocate to the relevant Committee if they are approved. 	Head of Democratic Services	
2.	To determine call in requests.	<ul style="list-style-type: none"> To determine any call-in requests requested by members following consideration of relevant key decisions by the Executive. 	Head of Democratic Services, Executive Director of Customer and Governance	

SCRUTINY MANAGEMENT BOARD

4 APRIL 2024

Detailed Scrutiny Items

	Suggested Topic	Reasons for Scrutiny	Officer and Executive Member	Notes
1.	Scrutiny Annual Report 2023/24	<ul style="list-style-type: none"> To consider and approve the Scrutiny Annual Report 2023/24, for submission to full Council. 	Head of Democratic Services, Executive Director of Customer and Governance	
		<ul style="list-style-type: none"> 		

Page 19

Regular Scrutiny Items

	Topic	Reasons for Scrutiny	Officer and Executive Member	Notes
3.	Review of Scrutiny Workplan	<ul style="list-style-type: none"> To review and update the workplan as required; To consider scrutiny agenda requests and allocate to the relevant Committee if they are approved. 	Head of Democratic Services	
4.	To determine call in requests.	<ul style="list-style-type: none"> To determine any call-in requests requested by members following consideration of relevant key decisions by the Executive. 	Head of Democratic Services, Executive Director of Customer and Governance	

CORPORATE SCRUTINY COMMITTEE

12 December 2023

Detailed Scrutiny Items

	Suggested Topic	Reasons for Scrutiny	Officer, Chair and Executive Member	Notes
1 Page 20	Children’s Trust Annual Report	<ul style="list-style-type: none"> To review the annual performance of the Trust. 	Executive Director, Children’s Services/ Children’s Trust Executive Member for Children’s Services	Will already have been considered by Executive (16th Nov) and full Council (7th Dec). Will it be necessary for Scrutiny to consider as well?
2.	Children’s Trust Financial Position Mid-Year Review	To understand the nature of the current overspends and to seek reassurance of the plan to bring the budget back into balance by the end of the financial year.	Executive Director, Children’s Services/Executive Director of Finance and Performance/ Children’s Trust Executive Member for Children’s Services	Suggested to be moved from 10 October as Trust not able to attend October meeting.

Pre-Scrutiny of Executive Reports

	Suggested Topic	Reasons for Scrutiny	Officer, Chair and Executive Member	Notes
1.				
2.				

Regular Scrutiny Items

	Topic	Reasons for Scrutiny	Officer and Executive Member	Notes
Page 21	Performance Indicators 2023/24	<ul style="list-style-type: none"> To provide members with an update on the Council’s performance across a wide range of services, as measured by Key Performance Indicators, with the aim of informing scrutiny. 	Executive Director of Finance and Performance Executive Member for Finance and Transformation	
2.	Forecast Draft Outturn 2023/24	<ul style="list-style-type: none"> A regular monitoring report setting out the material financial issues identified since the 2023/24 budget which was set in February 2023. 	Executive Director of Finance and Performance Executive Member for Finance and Transformation	

CORPORATE SCRUTINY COMMITTEE

13 February 2024

Detailed Scrutiny Items

	Suggested Topic	Reasons for Scrutiny	Officer, Chair and Executive Member	Notes
Page 22	1. Customer Service Operations and Out of Hours Service	To include an update on the performance and bedding in of the new telephony system, rolled out in summer/autumn 2023.	Executive Director for Customer and Governance, Executive Member for Finance and Performance	
	2.			

Pre-Scrutiny of Executive Reports

	Suggested Topic	Reasons for Scrutiny	Officer, Chair and Executive Member	Notes
1.				
2.				

Regular Scrutiny Items

	Topic	Reasons for Scrutiny	Officer and Executive Member	Notes
1.	Performance Indicators 2023/24	<ul style="list-style-type: none"> To provide members with an update on the Council’s performance across a wide range of services, as measured by Key Performance Indicators, with the aim of informing scrutiny. 	Executive Director of Finance and Performance Executive Member for Finance and Transformation	
2.	Forecast Draft Outturn 2023/24	<ul style="list-style-type: none"> A regular monitoring report setting out the material financial issues identified since the 2023/24 budget which was set in February 2023. 	Executive Director of Finance and Performance Executive Member for Finance and Transformation	

CORPORATE SCRUTINY COMMITTEE

9 April 2024

Detailed Scrutiny Items

	Suggested Topic	Reasons for Scrutiny	Officer, Chair and Executive Member	Notes	
Page 24	1.	Review of Implementation of Pay and Grading	To scrutinise the implementation of the new pay structure and terms and conditions following approval by full Council on 31 August 2023.	Assistant Director for Human Resources	
	2.				

Pre-Scrutiny of Executive Reports

	Suggested Topic	Reasons for Scrutiny	Officer, Chair and Executive Member	Notes
1.				
2.				

Regular Scrutiny Items

	Topic	Reasons for Scrutiny	Officer and Executive Member	Notes
1.	Performance Indicators 2023/24	<ul style="list-style-type: none"> To provide members with an update on the Council's performance across a wide range of services, as measured by Key Performance Indicators, with the aim of informing scrutiny. 	Executive Director of Finance and Performance Executive Member for Finance and Transformation	
2.	Forecast Draft Outturn 2023/24	<ul style="list-style-type: none"> A regular monitoring report setting out the material financial issues identified since the 2023/24 budget which was set in February 2023. 	Executive Director of Finance and Performance Executive Member for Finance and Transformation	

CORPORATE SCRUTINY COMMITTEE

June 2024

Detailed Scrutiny Items

	Suggested Topic	Reasons for Scrutiny	Officer, Chair and Executive Member	Notes
Page 26	1. Agency/OPUS figures	To scrutinise whether best value is being received from the contract and the impacts of vacancies on the Council.	Executive Director of Customer and Governance, Executive Member for Finance and Performance	
	2.			

Pre-Scrutiny of Executive Reports

	Suggested Topic	Reasons for Scrutiny	Officer, Chair and Executive Member	Notes
1.				
2.				

Regular Scrutiny Items

	Topic	Reasons for Scrutiny	Officer and Executive Member	Notes
1.	Performance Indicators 2023/24	<ul style="list-style-type: none"> To provide members with an update on the Council’s performance across a wide range of services, as measured by Key Performance Indicators, with the aim of informing scrutiny. 	Executive Director of Finance and Performance Executive Member for Finance and Transformation	
2.	Forecast Draft Outturn 2023/24	<ul style="list-style-type: none"> A regular monitoring report setting out the material financial issues identified since the 2023/24 budget which was set in February 2023. 	Executive Director of Finance and Performance Executive Member for Finance and Transformation	

CORPORATE SCRUTINY COMMITTEE

Topic Areas Beyond June 2024

Detailed Scrutiny Items

	Suggested Topic	Reasons for Scrutiny	Officer, Chair and Executive Member	Notes
Page 28	1.			
	2.			
	3.			
	4.			
	5.			
	6.			
	7.			
	8.			

HEALTH SCRUTINY COMMITTEE

9 January 2024

Detailed Scrutiny Items

	Suggested Topic	Reasons for Scrutiny	Officer, Chair and Executive Member	Notes
Page 20	1. Update on Kettering General Hospital Rebuild	<ul style="list-style-type: none"> To scrutinise the progress being made with the rebuild of KGH 	Representative from KGH, TBC, Executive Member for Adults, Health & Wellbeing	
	Health Integration - Progress from the Local Area Partnerships/Community Wellbeing Forums	<ul style="list-style-type: none"> To provide an update on how some of the key local partnerships arising from Integrated Care in Northamptonshire are performing and meeting their outcomes. 	Director of Place, Executive Member for Adults, Health & Wellbeing	
	3. NHS Northamptonshire ICB Five-Year Joint Forward Plan 2023-28	<ul style="list-style-type: none"> To scrutinise the proposals and targets of the Integrated Care Board over the next five years. 	Director of Place, Executive Member for Adults, Health & Wellbeing	Originally to be considered at November 2023 meeting, however proposed for this meeting due to lack of availability of external officers.

4.	EMAS Annual Report	<ul style="list-style-type: none"> EMAS published its annual report on 21 June 2023 so to ask them to Health Scrutiny in the autumn, and schedule it earlier for next year. EMAS Annual Report 2022 to 2023 	Representative from EMAS, TBC, Executive Member for Adults, Health & Wellbeing	Originally to be considered at November 2023 meeting, however proposed for this meeting due to lack of availability of external officers.
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Pre-Scrutiny of Executive Reports

	Suggested Topic	Reasons for Scrutiny	Officer, Chair and Executive Member	Notes
1.				
2.				

HEALTH SCRUTINY COMMITTEE

12 March 2024

Detailed Scrutiny Items

	Suggested Topic	Reasons for Scrutiny	Officer, Chair and Executive Member	Notes
Page 31	1. GP Performance and Availability	<ul style="list-style-type: none"> To scrutinise GP appointment availability. 	Director of Public Health and Executive Member for Adults, Health & Wellbeing	Proposal from Health Scrutiny Committee to bring forward from list of future items beyond July 2024.
	2. Substance Abuse	<ul style="list-style-type: none"> To scrutinise strategies in dealing with substance abuse. 	Director of Public Health and Executive Member for Adults, Health & Wellbeing	Proposal from Health Scrutiny Committee to bring forward from list of future items beyond July 2024.
	3. Rough sleeping in North Northamptonshire	<ul style="list-style-type: none"> To scrutinise strategies in dealing with rough sleeping. 	Director of Public Health and Executive Member for Adults, Health & Wellbeing	Proposal from Health Scrutiny meeting held on 14 November 2023.

Pre-Scrutiny of Executive Reports

	Suggested Topic	Reasons for Scrutiny	Officer, Chair and Executive Member	Notes
1.				
2.				

HEALTH SCRUTINY COMMITTEE

14 May 2024

Detailed Scrutiny Items

	Suggested Topic	Reasons for Scrutiny	Officer, Chair and Executive Member	Notes
Page 33	1. Northamptonshire Healthcare NHS Foundation Trust – Quality Report	<ul style="list-style-type: none"> To scrutinise the annual report of the Foundation Trust 	Representative of the NHS Foundation Trust, TBC, Executive Member for Adults, Health & Wellbeing	
	2.			

Pre-Scrutiny of Executive Reports

	Suggested Topic	Reasons for Scrutiny	Officer, Chair and Executive Member	Notes
1.				
2.				

HEALTH SCRUTINY COMMITTEE

July 2024

Detailed Scrutiny Items

	Suggested Topic	Reasons for Scrutiny	Officer, Chair and Executive Member	Notes
Page 34	1.			
	2.			

Pre-Scrutiny of Executive Reports

	Suggested Topic	Reasons for Scrutiny	Officer, Chair and Executive Member	Notes
1.				
2.				

HEALTH SCRUTINY COMMITTEE

Topic Areas Beyond July 2024

Detailed Scrutiny Items

	Suggested Topic	Reasons for Scrutiny	Officer, Chair and Executive Member	Notes
1.				
2.				
3.				
4.				
5.				
6.				
7.				
8.				

PLACE AND ENVIRONMENT SCRUTINY COMMITTEE

19 December 2023

Detailed Scrutiny Items

	Suggested Topic	Reasons for Scrutiny	Officer, and Executive Member	Notes
Page 36	1. New Highways Contract Provider (Highways and Transport)	Review of performance of the new highways contract providers following the first year of service. Data for Y1 runs to Sept 2023 (available in October).	Assistant Director for Highways and Waste, Executive member for Highways, travel and Assets	
	2. Sustainable Urban Extensions	To scrutinise SUEs arising from a concern that these are not moving forward quickly enough (e.g. Rushden, Tresham and Corby West). If these fail to happen in a timely manner it puts more pressure on our housing supply	Executive Director for Place and Economy, Executive member for Growth and Regeneration	
	3. Housing Voids	To scrutinise the progress in addressing backlogs and the time taken to achieve this.	Executive Director – Adults, Health Partnerships and Housing, Executive Member for Housing, Communities & Levelling-up	

4.	Review of progress in relation to the Bus Service Improvement Plan	To consider the impact that grant funding may have on the North Northamptonshire area and outcome of the enhanced partnership	Executive Director of Place and Economy Executive Member for Highways Travel and Assets	Proposed to be moved from 31 10 23 meeting of Place and Economy Scrutiny Committee
5.	Social Housing Regulations Act	To understand the impact on the council's role of Housing following the July Royal Assent of the SHR Act	Executive Director Adults, Health Partnerships and Housing Executive Member for Housing Communities and Levelling Up	Proposed to be moved from 31 10 23 meeting of Place and Economy Scrutiny Committee

Pre-Scrutiny of Executive Reports

	Suggested Topic	Reasons for Scrutiny	Officer, and Executive Member	Notes
1.	Kettering Leisure Village	Consideration of Business Case prior to Executive decision.	Executive Director of Place and Economy, Executive Member for Highways, Travel and Assets	Proposed to be moved from 31 October 2023 meeting of Place and Economy Scrutiny as Business Case not ready at that time for consideration.
2.	Corby Local Cycling & Walking Plan	Consideration of Plan prior to consideration by Executive on 19 January 2024.	Sally Crew, Interim Transport Strategy Manager	Proposed for inclusion as pre-scrutiny to workplan.

Updated 16/11/23

PLACE AND ENVIRONMENT SCRUTINY COMMITTEE

27 February 2024

Detailed Scrutiny Items

	Suggested Topic	Reasons for Scrutiny	Officer, Chair and Executive Member	Notes
Page 39	1. Rural Isolation and Accessibility	To scrutinise how rural isolation and accessibility to work and education is being addressed to enable travel to work and education?	Executive Director of Place and Economy, Executive Members for Highways, Travel and Assets and Rural Communities and Localism	Invitations to be extended to Health Scrutiny Chair/Vice Chair and members due to the work being undertaken by Local Area Partnerships around rural isolation.
	2. How the Council is working towards an integrated transport solution.	To scrutinise the strategic objectives of the Council in achieving an integrated transport solution.	Assistant Director for Highways and Waste, Executive member for Highways, travel and Assets	
	3. Planning Enforcement	What is the current status of their activities and what are the policy priorities?	Executive Director of Place and Economy,	

			Executive Member for Growth and Regeneration	
--	--	--	--	--

Pre-Scrutiny of Executive Reports

	Suggested Topic	Reasons for Scrutiny	Officer, Chair and Executive Member	Notes
1.				
2.				

PLACE AND ENVIRONMENT SCRUTINY COMMITTEE

30 April 2024

Detailed Scrutiny Items

	Suggested Topic	Reasons for Scrutiny	Officer, Chair and Executive Member	Notes
1.				
2.				

Page 41

Pre-Scrutiny of Executive Reports

	Suggested Topic	Reasons for Scrutiny	Officer, Chair and Executive Member	Notes
1.				
2.				

PLACE AND ENVIRONMENT SCRUTINY COMMITTEE

June 2024

Detailed Scrutiny Items

	Suggested Topic	Reasons for Scrutiny	Officer, Chair and Executive Member	Notes
1.				
2.				

Page 42

Pre-Scrutiny of Executive Reports

	Suggested Topic	Reasons for Scrutiny	Officer, Chair and Executive Member	Notes
1.				
2.				

PLACE AND ENVIRONMENT SCRUTINY COMMITTEE

Topic Areas Beyond June 2014

Detailed Scrutiny Items

	Suggested Topic	Reasons for Scrutiny	Officer, Chair and Executive Member	Notes
1.				
2.				
3.				
4.				
5.				
6.				
7.				
8.				

SCRUTINY REVIEW PANELS

Remainder of 2023

	Suggested Topic	Reasons for Scrutiny	Officer, Chair and Executive Member	Notes
Page 44	1. Asset Rationalisation	<ul style="list-style-type: none"> To conclude the existing work being undertaken 	Executive Director for Place and Economy, Executive Member for Highways, Travel and Assets	
	2. Section 106 Agreements	<ul style="list-style-type: none"> Determine whether S106 monies are being fully utilised Whether members have access to S106 information for their wards. Identify where S106 money was not effectively used. Review how effective the S106 policies have been in each area Understand where and why there have been slippages against the programme and 	Executive Director for Place and Economy, Executive Member for Growth and Regeneration	<p>The Review Panel and its terms of reference were agreed at the meeting of Place and Environment Scrutiny Committee on 31 October 2023.</p> <p>The Panel is in the process of being established.</p>

		<ul style="list-style-type: none"> • Develop a consistent and combined S106 methodology looking at new legislative requirements of the Council, i.e. biodiversity, carbon offsetting, building in green initiatives. • To provide recommendations on procedures to ensure that S106 money is always put to good use in time, before entitlement lapses. • To provide recommendations on recording of S106 spend that is transparent and accessible 			
Page 45	3.	ICT Value for Money	<ul style="list-style-type: none"> • To conclude the existing work being undertaken 	Assistant Chief Executive, Executive Member for Finance and Transformation	
	4.	Annual Budget and Capital Programme (Regular Panel item)	<ul style="list-style-type: none"> • To scrutinise the proposed budget and capital programme for 2024/25 <p>NB. This will carry over to January 2024</p>	Executive Director of Finance, Executive Member for Finance and Transformation	<p>Phase 1 of this Panel concluded on 20 November 2023.</p> <p>Phase 2 will commence in December 2023 and conclude in February 2024.</p>

SCRUTINY REVIEW PANELS

First half of 2024

	Suggested Topic	Reasons for Scrutiny	Officer, Chair and Executive Member	Notes
Page 46	1. Crime and Disorder/Knife Crime		Executive Director for Place and Economy, Executive Member for Adults, Health & Wellbeing	
	2. Annual Review of Outside Bodies (Regular Panel item)	To undertake a regular review of the appropriateness of Outside Bodies sat on by councillors, in accordance with the Outside Bodies Procedure Rules and Scrutiny Procedure Rules within the Constitution.	Head of Democratic Services	
	3.			
	4.			

SCRUTINY REVIEW PANELS

Second half of 2024

	Suggested Topic	Reasons for Scrutiny	Officer, Chair and Executive Member	Notes
Page 47	1. Annual Budget and Capital Programme (Regular Panel item)	<ul style="list-style-type: none"> To scrutinise the proposed budget and capital programme for 2025/26 NB. This will carry over to January 2025	Executive Director of Finance and Performance, Executive Member for Finance and Transformation	
	2.			
	3.			
	4.			

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North Northamptonshire Council

1 NOVEMBER 2023 TO 29 FEBRUARY 2024

Published by: Democratic Services

Leader of North Northamptonshire Council: Councillor Jason Smithers

INTRODUCTION

This is the North Northamptonshire Council's Forward Plan. It is published pursuant to The Local Authorities (Executive Arrangements) (Meetings and Access to Information) (England) Regulations 2012. Its purpose is to provide the required 28 days notice of the Council's intention to take 'key decisions' and to hold meetings or parts of meetings in private. It gives advance notice of all the "key decisions" and "exempt decisions" which the Executive or another body or officer so authorised are likely to take over a four month period. The Plan is updated on a rolling monthly basis.

The Members of the Executive are:	
Councillor Jason Smithers	Leader of North Northamptonshire Council
Councillor Helen Howell	Deputy Leader of North Northamptonshire Council Sport, Leisure, Culture and Tourism
Councillor Helen Harrison	Adults, Health and Wellbeing
Councillor Scott Edwards	Children, Families, Education and Skills
Councillor Harriet Pentland	Climate and Green Environment
Councillor Lloyd Bunday	Finance and Transformation
Councillor David Brackenbury	Growth and Regeneration
Councillor Matt Binley	Highways, Travel and Assets
Councillor Mark Rowley	Housing, Communities and Levelling-Up
Councillor David Howes	Rural Communities and Localism

The concept of a "key decision" is intended to capture the most important or significant decisions. "Key decisions" will normally be made at meetings open to the press and public. The press and public will only be excluded from such meetings as and when the Council's Monitoring Officer considers that this is necessary in order to avoid the public disclosure of confidential or exempt information.

The authority has decided that a Key Decision is one which is likely:-

- (a) to result in the authority incurring expenditure of which is, or the making of savings which are, significant; or
- (b) to be significant in terms of its effects on communities living or working in an area comprising two or more electoral wards in the area of the authority."

The Council has decided that significant expenditure or savings are those amounting to above £500,000.

In determining the meaning of "*significant*" for these purposes North Northamptonshire Council will also have regard to any guidance for the time being issued by the Secretary of State in accordance with section 9Q of the Local Government Act 2000.

At times it may be necessary for the North Northamptonshire Council to give consideration to items where the public may be excluded from the meeting. Members of the public are excluded from meetings whenever it is likely that, in the view of the nature of the business to be transacted or the nature of the proceedings that confidential information would be disclosed. This includes exclusion from access to any pertinent documents. Details of the exemption categories can be found in the 'Access to Information Procedure Rules' section in the Council's [Constitution](#). This plan provides advance notice of any items which may be held in private.

Paragraph 5 of the Local Authorities (Executive Arrangements) (Meetings and Access to Information) (England) Regulations 2012 provides for members of the public to make representations to the Council on why an exempt item should be considered in public, rather than in private. Persons wishing to make such representations and/or obtain further details in respect of any issues referred to in the Plan should contact the undermentioned officer.

The Monitoring Officer may also include in the Forward Plan references to such other decisions, which are to be taken by the Council or any of its Committees or Sub-Committee or officers as they consider appropriate. These will be those decisions that are considered to be significant or sufficiently important and/or sensitive so that it is reasonable for a member of the public to expect it to be recorded and published.

All general questions or queries about the contents of this Forward Plan or about the arrangements for taking key decisions should be raised with David Pope, Democratic Services.

Please email: democraticservices@northnorthants.gov.uk

November 2023

Subject of the Decision:	Purpose of Report	Decision Maker	Is it a key decision?	Will it contain exempt information? /Reasons for exemption, if any	Consultation undertaken	Anticipated Date of Decision:	Report Author and Executive Lead Member
Capital Budget Update Page 52	To report any adjustments to the in-year programme	Executive	Yes	No		16 th November 2023	Executive Member - Finance and Transformation Executive Director - Finance & Performance
Budget Forecast Update 2023-24 - Period 6	To report any adjustments to the in-year budget	Executive	Yes	No		16 th November 2023	Executive Member - Finance and Transformation Executive Director - Finance & Performance
Capital Outturn Report as at Period 6	To report on the Capital Budget on a quarterly basis.	Executive	Yes	No		16 th November 2023	Executive Member - Finance and Transformation Executive

							Director - Finance & Performance
Public Spaces Protection Order – Dog Control	To seek approval from the Executive to implement an updated North Northamptonshire Public Spaces Protection Order 2023 – Dog Control	Executive	Yes	No		16 th November 2023	Executive Member - Housing, Communities and Levelling Up Executive Director - Place and Economy
Local Council Tax Support Scheme 2024/25 Page 53	To recommend to Council a Local Council Tax Support Scheme for 2024/25	Executive	Yes	No		16 th November 2023	Executive Member - Finance and Transformation Executive Director - Finance & Performance
North Northamptonshire Local Development Scheme	To agree the North Northamptonshire Local Development Scheme; and to recommend that the Scheme is submitted to Full Council for adoption	Executive	Yes	No		16 th November 2023	Executive Member - Growth and Regeneration Executive Director - Place and Economy

East Northants Local Plan Part 2 Adoption	To approve for adoption the East Northamptonshire Local Plan Part 2	Executive	Yes	No		16 th November 2023	Executive Member - Growth and Regeneration Executive Director - Place and Economy
Kettering Library Roof Replacement	Capital investment for Phase One of the roof replacement project	Executive	Yes	No		16 th November 2023	Executive Member - Deputy Leader & Sports, Leisure, Culture and Tourism Executive Director - Adults, Health Partnerships and Housing (DASS)
Procurement of Independent Living Care and Support Provision	To approve procurement of Independent Living Care and Support Provision with a contract value in region of £533,000k	Executive	Yes	No		16 th November 2023	Executive Member - Adults, Health and Wellbeing Executive Director - Adults, Health Partnerships and Housing (DASS)
Delivery of Household Waste Recycling Centres (HWRCs) from April 2025	Accept recommendation for operating model for HWRC provision from	Executive	Yes	No		16 th November 2023	Executive Member - Highways, Travel and Assets

	April 2025. Approve procurement of necessary contracts to facilitate that delivery model						Executive Director - Place and Economy
Page 55	Specialist Drug and Alcohol Treatment for Rough Sleepers, or at risk of Rough Sleeping To agree the use of North Northamptonshire Public Health Reserves to fund activities up to £600,000 for specialist drug and alcohol treatment services for rough sleepers or those at risk of rough sleeping until 31/3/26	Executive	Yes	No		16 th November 2023	Executive Member - Adults, Health and Wellbeing Executive Director - Adults, Health Partnerships and Housing (DASS)
	Corporate Property Leasehold Policy To consider adopting an NNC policy.	Executive	Yes	No		16 th November 2023	Executive Member - Highways, Travel and Assets Executive Director - Place and Economy
	Half Yearly Treasury Management Update To consider and note the half yearly Treasury Management	Executive	Yes	No		16 th November 2023	Executive Member - Finance and Transformation

	update						Executive Director - Finance & Performance
Proposal to Relocate Wilby CE VA Primary School to the Glenvale Park Development	To seek approval for Wilby CE VA Primary School to relocate to the Glenvale Park development	Executive	Yes	No		16 th November 2023	Executive Member - Children, Families, Education and Skills Executive Director - Children's Services
Social Work Degree Apprentices	Contracting for the next three years, utilising Apprenticeships Levy Spend	Executive	Yes	No		16 th November 2023	Executive Member - Leader of the Council Director of Governance and HR

December 2023

Subject of the Decision:	Purpose of Report	Decision Maker	Is it a key decision?	Will it contain exempt information? /Reasons for exemption, if any	Consultation undertaken	Anticipated Date of Decision:	Report Author and Executive Lead Member
Capital Budget Update Page 57	To report any adjustments to the in-year programme	Executive	Yes	No		21 st December 2023	Executive Member - Finance and Transformation Executive Director - Finance & Performance
Budget Forecast Update 2023-24 - Period 7	To report any adjustments to the in-year budget	Executive	Yes	No		21 st December 2023	Executive Member - Finance and Transformation Executive Director - Finance & Performance
Business Plan of Northamptonshire Children's Trust	To note the content of the Business Plan and to agree that the Report is presented at Full	Executive	Yes	No		21 st December 2023	Executive Member - Children, Families, Education and Skills

	Council						Executive Director - Children's Services
Asset Acquisition Policy	To consider adopting an NNC policy.	Executive	Yes	No		21 st December 2023	Executive Member - Highways, Travel and Assets Executive Director - Place and Economy
Council-Owned Company Governance Arrangements	To approve governance arrangements relating to Council-owned companies	Executive	Yes	No		21 st December 2023	Executive Member - Finance and Transformation Executive Director - Finance & Performance
Surplus Asset Disposal	To approval the disposal of specific assets	Executive	Yes	Partially exempt		21 st December 2023	Executive Member - Highways, Travel and Assets Executive Director - Place and Economy

Culture, Heritage and Tourism Business Plan	To consider and approve the business plan.	Executive	Yes	No		21 st December 2023	<p>Executive Member - Deputy Leader & Sports, Leisure, Culture and Tourism</p> <p>Executive Director - Adults, Health Partnerships and Housing (DASS)</p>
Bookings for Parks and Open Spaces	Approve the Bookings Policy Parks and Open Spaces	Executive	Yes	No		21 st December 2023	<p>Executive Member - Deputy Leader & Sports, Leisure, Culture and Tourism</p> <p>Executive Director - Adults, Health Partnerships and Housing (DASS)</p>

January 2024

Subject of the Decision:	Purpose of Report	Decision Maker	Is it a key decision?	Will it contain exempt information? /Reasons for exemption, if any	Consultation undertaken	Anticipated Date of Decision:	Report Author and Executive Lead Member
Capital Budget Update Page 60	To report any adjustments to the in-year programme	Executive	Yes	No		18 th January 2024	Executive Member - Finance and Transformation Executive Director - Finance & Performance
Budget Forecast Update 2023-24 - Period 8	To report any adjustments to the in-year budget	Executive	Yes	No		18 th January 2024	Executive Member - Finance and Transformation Executive Director - Finance & Performance
Replacement Adults Social Care System	A request to move forward with the costs and procurement to replace systems within adult social	Executive	Yes	No		18 th January 2024	Executive Member - Adults, Health and Wellbeing

	care (Eclipse, Cygnum, Carefirst, Abacus) which are due for renewal.						Executive Director - Adults, Health Partnerships and Housing (DASS)
Kettering Leisure Village Business Case	To consider and approve the proposed Business Case regarding the future of KLV	Executive	Yes	No		18 th January 2024	Executive Member - Highways, Travel and Assets Executive Director - Place and Economy
Department for Transport Funding Allocations Page 61	To note the allocation of capital funding by the Department for Transport for 2024/25 and to agree how the funding should be spent.	Executive	Yes	No		18 th January 2024	Executive Member - Highways, Travel and Assets Executive Director - Place and Economy
Adoption of the Corby Local Walking and Cycling Investment Plan	To approve adoption of the Corby Local Walking and Cycling Investment Plan	Executive	Yes	No		18 th January 2024	Executive Member - Highways, Travel and Assets Executive Director - Place and Economy

February 2024

Subject of the Decision:	Purpose of Report	Decision Maker	Is it a key decision?	Will it contain exempt information? /Reasons for exemption, if any	Consultation undertaken	Anticipated Date of Decision:	Report Author and Executive Lead Member
Housing Revenue Account (HRA) Final Budget 2024-25 and Medium-Term Financial Plan Page 62	To recommend for approval to Council the HRA Final Budget 2024-25 and Medium-Term Financial Plan.	Executive	Yes	No		8 th February 2024	Executive Member - Finance and Transformation Executive Director - Finance & Performance
General Fund Final Budget 2024-25 and Medium-Term Financial Plan	To recommend to Council the General Fund Final Budget 2024-25 and Medium-Term Financial Plan	Executive	Yes	No		8 th February 2024	Executive Member - Finance and Transformation Executive Director - Finance & Performance
Capital Programme 2024-2028	To recommend for approval to Council the Capital Programme 2024-	Executive	Yes	No		8 th February 2024	Executive Member - Finance and Transformation

	2028						Executive Director - Finance & Performance
Draft NNC Homelessness and Rough Sleeping Strategy: Permission to Consult	To seek approval to proceed to formal statutory consultation on the Draft NNC Homelessness and Rough Sleeping Strategy	Executive	Yes	No		15 th February 2024	Executive Member - Housing, Communities and Levelling Up Executive Director - Adults, Health Partnerships and Housing (DASS)

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Additional Items Requested for Consideration

	Suggested Topic	Reasons for Scrutiny	Requested By	Notes
	Green Burials	- Request from Corporate Scrutiny Committee to reconsider its decision to remove from the work programme and refer to the relevant Executive Advisory Panel instead.	Corporate Scrutiny Committee	

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Scrutiny Management Board 27 November 2023

Report Title	Scrutiny Training Programme 2023
Report Author	Ben Smith, Head of Democratic Services/Statutory Scrutiny Officer ben.smith@northnorthants.gov.uk

Are there public sector equality duty implications?	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
Does the report contain confidential or exempt information (whether in appendices or not)?	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
Applicable paragraph number/s for exemption from publication under Schedule 12A Local Government Act 1972	

List of Appendices

Appendix A – 2023 Scrutiny Training Undertaken with the Centre for Governance and Scrutiny

1. Purpose of Report

- 1.1. For Scrutiny Management Board to consider the outcome of the recent training programme undertaken with the Centre for Governance and Scrutiny (CfGS).

2. Executive Summary

- 2.1. The Scrutiny Management Board has within its terms of reference responsibility for overseeing the co-ordination of scrutiny members' learning and development.
- 2.2. A programme of scrutiny training was provided during September and October 2023 targeting different skills and groups of scrutiny members. This report summarises the training undertaken and invites Scrutiny Management Board to consider any further learning and development that should be undertaken at this stage.

3. Recommendations

- 3.1. It is recommended that the Scrutiny Management Board:-
- (a) Notes the recent programme of training undertaken;
 - (b) Considers any further learning and development that it may wish to recommend be undertaken at this stage.
- 3.2. *(Reason for Recommendations – To meet the Constitutional requirements for the Scrutiny Management Board to demonstrate its strategic responsibility for the Scrutiny function, its overall responsibility for the direction and management of Scrutiny, and to fulfil its obligation to overseeing the co-ordination of scrutiny members' learning and development.)*
- 3.3. *(Alternative Options Considered – Not to undertake or review the undertaking of effective training for scrutiny members - however this would not demonstrate the Board's strategic responsibility, or provide the necessary skills to develop the ability of members to provide effective scrutiny of the Council's processes.)*

4. Report Background

- 4.1. From May 2021 the Council operated with two scrutiny committees:-
- the Scrutiny Commission being an overarching body scrutinising the majority of departmental and external scrutiny areas and able to commission task and finish groups, and
 - the Finance and Resources Scrutiny Committee which scrutinised and monitored the finances and performance of the Council.
- 4.2. It was recognised during 2022 that the quantity of work required to be undertaken exceeded existing capacity and that there was a need to review scrutiny arrangements at both member and officer level. In particular, it was recognised that scrutiny's role in relation to other public service providers required enhancement and that a more outward focussed scrutiny was needed.
- 4.3. At the meeting of full Council on 30th March 2023 it was agreed to establish four new Scrutiny Committees, namely the Scrutiny Management Board to oversee the strategic direction of scrutiny and consider Executive call-ins, and a Corporate Scrutiny Committee, Health Scrutiny Committee and Place and Environment Scrutiny Committee.
- 4.4. Recognising the increased numbers of members now participating in Scrutiny, together with an increased focus on scrutiny of external partners, it

was considered timely to provide a comprehensive scrutiny training programme, and as such the Centre for Governance and Scrutiny were engaged to provide training in the following areas:-

- The Essentials of Effective Strategic Scrutiny
- Questioning and Listening – Essential skills for Scrutiny Cllrs
- Chairing and Leading Scrutiny Committees
- Council Finance, Budget and Commercial Scrutiny
- Children’s Services and Safeguarding
- Health & Social Care Scrutiny (*to be undertaken 29 November 2023*)

4.5. The Centre for Governance and Scrutiny is a social purpose consultancy and national centre of expertise. Its purpose is to help organisations achieve their outcomes through improved governance and scrutiny. Further details of the scrutiny training undertaken, targeted groups of members and attendance figures are detailed in Appendix A to this report.

5. Issues and Choices

- 5.1. Scrutiny Management Board is invited to consider the benefits it feels were derived from the recent programme of training and to consider any other measures of learning and development that may be appropriate to be programmed in at the current time.
- 5.2. For those members unable to attend the afore-mentioned scrutiny training there is a further opportunity to attend some bite-sized scrutiny sessions undertaken jointly by East Midlands Councils and the CfGS, details of which have been circulated to all members of the Council. These sessions, running from the end of November 2023 to mid-January 2024 include:-
- Understanding Local Government Finance;
 - Scoping and Managing Scrutiny Reviews;
 - Questioning Skills for Elected Members.
- 5.3. Scrutiny Management Board may wish to further promote these sessions and encourage scrutiny colleagues who have not yet received training to attend.
- 5.4. Particular feedback was also received at the Council Finance, Budget and Commercial Scrutiny training session regarding scrutiny of performance at the Council and the use and interpretation of performance indicators. Scrutiny Management Board may also wish to consider requesting additional training in this regard, in order to develop understanding in this area.

6. Next Steps

- 6.1. Should Scrutiny Management Board consider further instances of Scrutiny training for the current municipal year, it will need to be borne in mind that

there is a limited member training budget, and liaison with the Head of Democratic Services/Statutory Scrutiny Officer on what level of training can be provided.

7. Implications (including financial implications)

7.1. Resources and Financial

- 7.1.1. Scrutiny training is variously supported by Democratic Services Officers, other officers of the Council, and external providers where necessary. With any scrutiny training provided in-house there will be a resource impact from an officer perspective. Where external training is provided, there will be an impact on the member training budget.
- 7.1.2. Scrutiny training to date during 2023/24 has been met from the existing member training budget. Scrutiny may make recommendations for further training that will be considered on a case by case basis, within the parameters of the budget available.

7.2. Legal and Governance

- 7.2.1. The Local Government Act 2000 introduced a requirement to have an overview and scrutiny committee. The principal power of a scrutiny committee is to influence the policies and decisions made by the council and other organisations involved in delivering public services. The Scrutiny Management Board or the three scrutiny committees are not decision making but have the power to gather evidence and make recommendations based upon its findings. It is important that scrutiny members are trained and able to carry out this work to the best of their ability.

7.3. Relevant Policies and Plans

- 7.3.1. The work of Scrutiny assists with the delivery of the Council's Corporate Plan.

7.4. Risk

- 7.4.1. Failure to ensure an effective scrutiny function can lead to governance not being as robust. Failure to workplan would not be in line with statutory guidance and may lead to resources being allocated to matters which do not have an impact on the organisation and North Northamptonshire.

7.5. Consultation

- 7.5.1. None specific, although informal engagement has taken place with partners around items to be included on the workplan, and will continue throughout the municipal year.

7.6. **Consideration by the Executive**

7.6.1. None.

7.7. **Equality Implications**

7.7.1. None specific to this report.

7.8. **Climate Impact**

7.8.1. None specific to this report.

7.9. **Community Impact**

7.9.1. None specific to this report.

7.10. **Crime and Disorder Impact**

7.10.1. None specific to this report.

8. Background Papers

8.1. [Scrutiny Procedure Rules – Part 7.1 of the Council's Constitution](#)

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Appendix A

Scrutiny Training with the Centre for Governance and Scrutiny 2023

Date	Training Session	Summary of session	Invitees and Attendees
11 9 23	The Essentials of Effective Strategic Scrutiny	To give Members a clear overview and understanding of scrutiny's strategic role in helping to improve and shape council policy and plans through constructive scrutiny and enquiry.	All Cllrs who sit on a Scrutiny Committee, along with Substitutes (48) Attended by <i>nine</i> councillors.
11 9 23	Questioning and Listening – Essential skills for Scrutiny Cllrs	This session provided an opportunity for members to acquire & develop questioning techniques in a scrutiny setting. The seminar covered how effective, organised and prepared questioning can significantly improve member contributions and overall success of scrutiny sessions, explaining and teaching various techniques and strategies and how they best fit within given situations or objectives.	All Cllrs who sit on a Scrutiny Committee along with substitutes (48) Attended by <i>eight</i> councillors.
29 9 23	Chairing and Leading Scrutiny Committees	Attended by chairs and vice chairs this session provided a clear understanding of the role of the chair in getting the best out of their committee through clear leadership and inclusive chairing. Advice on how their role would extend beyond the committee in developing strong relationships, advocating for scrutiny and being active in the setting of agendas and work programmes	Chairs and vice-chairs of scrutiny committees (six) Attended by <i>five</i> councillors.

2 10 23	Council Finance, Budget and Commercial Scrutiny	<p>Members were encouraged to recognise the vital role of scrutiny in helping to constructively test and challenge to council's corporate priorities and the robustness of financial planning to support them.</p> <p>They gained an understanding of how scrutiny can test assumptions, risks and pressures that underline budgets and medium-term financial plans, and will help with developing questioning strategies to test budget and financial plans and hold to account political decision makers for the delivery of their plans.</p>	<p>All Councillors and substitutes involved with Corporate Scrutiny (18)</p> <p>Optional invitation also sent to other Scrutiny members and subs (29)</p> <p>Attended by <i>five</i> councillors.</p>
9 11 23	Children's Services and Safeguarding	<p>To give Members a clear understanding of their role in ensuring that Children and Family Services are effective.</p> <p>To identify sources of data and information to assist scrutiny along with considering a range of effective questions and lines of enquiry for scrutiny of these services.</p> <p>Discussions around the importance of understanding relationships with key partner agencies, health services and children's health service providers was also discussed.</p>	<p>All committee members & Subs Corporate & Health Scrutiny (31)</p> <p>Attended by <i>seven</i> councillors.</p>
29 11 23	Health & Social Care Scrutiny	This session should give Members a clear understanding of their role in ensuring that the council	All Cllrs & Subs on Health Scrutiny (17)

		is delivering good essential services in social care and that the ASC and Health partnership and integration arrangements are working effectively and furthermore, that health providers are addressing the priorities of residents	Optional invite to be extended to all other non-executive members. <i>Awaiting attendees list</i>
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