

Scrutiny Work Plan Remainder of 2023/2024 and Initial Proposals for 2024/25

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

26th June 2024

Detailed Scrutiny Items

	Suggested Topic	Reasons for Scrutiny	Officer and Executive Member	Notes
1.	Scrutiny Workplan 2024/25	<ul style="list-style-type: none"> To consider and finalise the Scrutiny Workplan 2024/25 	Head of Democratic Services/Statutory Scrutiny Officer	
2.	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/Statutory Scrutiny Officer	

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/Statutory Scrutiny Officer	
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/Statutory Scrutiny Officer	

CORPORATE SCRUTINY COMMITTEE

11 June 2024

Detailed Scrutiny Items

	Suggested Topic	Reasons for Scrutiny	Officer, Chair and Executive Member	Notes
1.	Agency/OPUS Staff	To scrutinise whether best value is being received from the contract and the impacts of vacancies on the Council.	Marie Devlin-Hogg, Assistant Director of HR	
2.	Review of Implementation of Pay and Grading	To scrutinise the implementation of the new pay structure and terms and conditions	Adele Wylie, Chief Executive	

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, to include quarterly complaints reporting. 	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	
3.	Capital Monitoring 2023/24	<ul style="list-style-type: none"> A regular monitoring report setting out the material financial issues identified since the 2023/24 capital programme 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 and Executive Member	Notes
1.	ICT Value for Money Scrutiny Review		Assistant Chief Executive, Executive Member for Finance and Transformation	To report back to Committee with its final report in August 2024
2.	Transformation		CLT Executive Member for Finance and Transformation	Requested to be added to Workplan by Scrutiny Management Board on 27/11/23
3.	Revenues and Benefits Annual Report		Executive Director of Finance and Transformation	<i>Usually considered annually during August</i>
4.	Indicative Budget Timeline and Scrutiny Process 2025/26		Executive Director of Finance and Transformation	<i>Usually considered annually during October</i>
5.	Local Council Tax Support Scheme 2025/26		Executive Director of Finance and Transformation	<i>Usually considered annually during October</i>

DRAFT TO BE TABLED AT 29/04/24 SMB meeting

6.	Local Government and Social Care Ombudsman Annual Report 2023/24		Executive Director of Adult Social Care and Housing	<i>Usually considered annually during October</i>
7.	Mid-Year Review of Northamptonshire Children's Trust		Executive Director of Finance and Transformation	<i>Usually considered annually during December</i>

Regular Scrutiny Items

	Topic	Reasons for Scrutiny	Officer and Executive Member	Notes
3.	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, to include quarterly complaints reporting. 	Executive Director of Finance and Performance Executive Member for Finance and Transformation	
4.	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	
3.	Capital Monitoring 2023/24	<ul style="list-style-type: none"> A regular monitoring report setting out the material financial issues identified since the 2023/24 capital programme was set in February 2023. 	Executive Director of Finance and Performance Executive Member for Finance and Transformation	

HEALTH SCRUTINY COMMITTEE

14 May 2024

Detailed Scrutiny Items

	Suggested Topic	Reasons for Scrutiny	Officer, Chair and Executive Member	Notes
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.	NHS Northamptonshire ICB Five-Year Joint Forward Plan 2023-28	To scrutinise the proposals and targets of the Integrated Care Board over the next five years.		
3.	GP Performance and Availability	To scrutinise GP appointment availability		

Pre-Scrutiny of Executive Reports

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

HEALTH SCRUTINY COMMITTEE

Topic Areas Beyond May 2024

Detailed Scrutiny Items

	Suggested Topic	Reasons for Scrutiny	Officer, Chair and Executive Member	Notes
1.	Exclusions			
2.	Family Hubs			
3.	Disabled Facilities Grants			
4.	Children’s Health checks	Particularly around mental health issues service provision and waiting lists	Jane Bethea, Director of Public Health	
5.	Performance of Kettering General Hospital and its Rebuild	To build on previous discussions and maintain regular updates	External representation	
6.	Public Health Commissioning		Jane Bethea, Director of Public Health	

PLACE AND ENVIRONMENT SCRUTINY COMMITTEE

30 April 2024

Detailed Scrutiny Items

	Suggested Topic	Reasons for Scrutiny	Officer, Chair and Executive Member	Notes
1.	Developer Contributions Scrutiny Review Panel	To report back the outcome of the Scrutiny Review Panel taking place between January and April 2024.	Executive Director of Place and Economy, Executive Member for Growth and Regeneration	
2.	Carbon Management Plan	To scrutinise the annual report.	Executive Director of Place and Economy, Executive Member for Climate and Green Environment	

Pre-Scrutiny of Executive Reports

	Suggested Topic	Reasons for Scrutiny	Officer, Chair and Executive Member	Notes
1.	Hackney Carriage De-Zoning	To pre-scrutinise the proposal to remove hackney carriage zones in North Northamptonshire following a consultation process	Executive Director of Place and Economy, Executive Member for Highways, Travel and Assets	To be considered by Executive on 13 June 2024

PLACE AND ENVIRONMENT SCRUTINY COMMITTEE

Additional Meeting (*provisionally*) 21 May 2024

Detailed Scrutiny Items

	Suggested Topic	Reasons for Scrutiny	Officer, Chair and Executive Member	Notes
3.	Review of Changes to Planning Service	One year follow up to review impact of changes to planning service following LGA Peer review and subsequent changes to service provision.	Executive Director of Place and Economy, Executive Member for Growth and Regeneration	
4.	Section 106 Agreements	To report back the outcome of the Scrutiny Review Panel taking place between January and April 2024.	Executive Director of Place and Economy, Executive Member for Growth and Regeneration	First meeting of Scrutiny Panel has taken place, second one is scheduled for 29 2 2024

Pre-Scrutiny of Executive Reports

	Suggested Topic	Reasons for Scrutiny	Officer, Chair and Executive Member	Notes
2.	Air Quality Strategy	To pre-scrutinise the proposed Air Quality Strategy following public consultation	Executive Director of Place and Economy, Executive Member for Highways, Travel and Assets	To be considered by Executive on 13 June 2024
3.	NNC Homelessness and Rough Sleeping Strategy 2023-2028	To pre-scrutinise the proposed adoption of the Homelessness and Rough Sleeping Strategy following statutory consultation and subsequent amendments	Executive Director – Adults, Health Partnerships and Housing, Executive Member – Housing, Communities and Levelling Up	To be considered by Executive on 13 June 2024
4.	Bus Service Improvement Plan	To pre-scrutinise the proposal to adopt the Bus Service Improvement plan that supports improvements to bus services and measures to improve passenger experience	Executive Director of Place and Economy, Executive Member for Highways, Travel and Assets	To be considered by Executive on 13 June 2024

PLACE AND ENVIRONMENT SCRUTINY COMMITTEE

Topic Areas Beyond May 2024

Detailed Scrutiny Items

	Suggested Topic	Reasons for Scrutiny	Officer, Chair and Executive Member	Notes
1.	Asset Rationalisation and Use - Scrutiny Panel	To report back on the second stage of the Panel's work	Executive Director of Place and Economy,	Provisionally Autumn 2024
2.	Surplus Assets		Executive Director of Place and Economy,	Expected August 2024
3.	Local Nature Recovery Strategy for North Northamptonshire		Executive Director of Place and Economy,	Expected February 2025
4.				

SCRUTINY REVIEW PANELS

Remainder of 2023/24

	Suggested Topic	Reasons for Scrutiny	Officer, Chair and Executive Member	Notes
1.	Asset Rationalisation	<ul style="list-style-type: none"> To conduct the existing work being undertaken 	Executive Director for Place and Economy, Executive Member for Highways, Travel and Assets	First Stage of Panel Work Now Completed
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 Develop a consistent and combined S106 methodology 	Executive Director for Place and Economy, Executive Member for Growth and Regeneration	Panel to report its findings to Committee on 30 April

DRAFT TO BE TABLED AT 29/04/24 SMB meeting

		<p>looking at new legislative requirements of the Council, i.e. biodiversity, carbon offsetting, building in green initiatives.</p> <ul style="list-style-type: none">• 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		
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	Panel to resume and complete its work by August 2024

SCRUTINY REVIEW PANELS

First half of 2024

	Suggested Topic	Reasons for Scrutiny	Officer, Chair and Executive Member	Notes
1.	Crime and Disorder/Knife Crime		Executive Director for Place and Economy, Executive Member for Adults, Health & Wellbeing	

SCRUTINY REVIEW PANELS

Second half of 2024

	Suggested Topic	Reasons for Scrutiny	Officer, Chair and Executive Member	Notes
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 <p>NB. This will carry over to January 2025</p>	Executive Director of Finance and Performance, Executive Member for Finance and Transformation	
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	

ITEMS SUGGESTED FOR SCRUTINY TO BE REFERRED TO EXECUTIVE ADVISORY PANELS FOR POSSIBLE CONSIDERATION

First half of 2024

	Suggested Topic	Reasons Requested for Scrutiny	Officer and Executive Member	Notes
1.	Green Burials	To inform and develop a green burial policy.	Executive Director for Place and Economy, Executive Member for Growth and Regeneration	Referral made to EAP Planning Communities – on its forward workplan
2.	Adoption of Roads		Executive Director for Place and Economy, Executive Member for Growth and Regeneration	