

## **Scrutiny Work Programme 2021/2023 (Updated 18 March 2022)**

The Scrutiny Work Programme 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 programme 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 programme 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 programme 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 workplan where they reviewed information to inform the workplan 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 REVIEWS

These are dealt with through a combination of specific evidence gathering meetings that will be arranged as and when required and other activities, such as visits.

There should be a limited number of reviews considered annually and review topics may be changed throughout the year as topical issues arise. Once considered, these issues will be subject to further development and scoping. Should there not be sufficient capacity to cover items which are brought to the attention of Scrutiny they could instead be addressed through a “one-off” item at a scheduled meeting of the Committee.

Suggested Topics	Officer and Member and Chair	Date Commenced	Date to be Completed	Notes	Date added to the Workplan
Levelling Up	David Watts Cllr Zoe McGhee	August 2021			
Outside Bodies	Adele Wylie	Annual			
Knife Crime				<ul style="list-style-type: none"> <li>Examine knife crime and the associated risks factors present before serious knife crime takes place.</li> </ul>	
Section 106 Monitoring	George Candler Rob Harbour Cllr David Brackenbury	Suggest the work to scope out the review starts once the internal review/audit of S.106 has concluded (likely to be December 2021)		<ul style="list-style-type: none"> <li>Determine whether S106 monies are being fully utilised</li> <li>Whether members have access to S106 information for their wards.</li> <li>Identify where S106 money was not effectively used.</li> <li>Review how effective the S106 policies have been in each area</li> <li>Understand where and why there have been slippages against the programme and</li> </ul>	

				<ul style="list-style-type: none"> <li>• Develop a consistent and combined S106 methodology looking at new legislative requirements of the Council, i.e. biodiversity, carbon offsetting, building in green initiatives.</li> <li>• To provide recommendations on procedures to ensure that S106 money is always put to good use in time, before entitlement lapses.</li> <li>• To provide recommendations on recording of S106 spend that is transparent and accessible</li> </ul>	
Asset Rationalisation and Use	George Candler Jonathan Waterworth Cllr Graham Lawman	January 2022		<ul style="list-style-type: none"> <li>• Understand the Council's assets and ensure they are being utilised appropriately.</li> <li>• Develop methodologies around the use and cost of assets against the value those assets bring to the community.</li> <li>• Understand how cost efficient the council's buildings are</li> <li>• To provide recommendations on the commercial use of our assets and opportunities</li> <li>• To understand whether buildings should be rationalised</li> </ul>	

### ONE OFF ITEMS/ ANNUAL ITEMS/RECURRING ITEMS

These are dealt with at scheduled meetings of the Committee. The following are suggestions for when particular items may be scheduled.

There will be some items that will be recurring at each meeting or annually. There will also be some items that will be one off items on a topic that members are particularly interested in scrutinising but they do not warrant a full review.

Suggested Topics	Committee/ Commission	Format	Meeting Date	Notes	Date added to the Workplan	Recurring Item
Annual Budget Process	Finance and Resources	Report followed by T&F Groups	2 <sup>nd</sup> November 2021  Budget sessions to take place during January and feedback provided to the Executive for their meeting on 10 <sup>th</sup> February 2022.	To approve the annual budget process and agree to T&F Groups to scrutinise budget proposals.		Annual
Scrutiny Annual Report	Commission  Finance and Resources	Report	29 March 2022 for Commission and 5 April 2022 (to be reported to April Council) Chairs to sign off.	Report detailing the work of the Scrutiny Committees over the previous 12 months		Annual
Crime and Disorder	Scrutiny Commission	Report and Presentation	TBC (Looked at by Levelling Up Scrutiny Review Group – consider once report received)	<u>Crime and Anti-social behaviour, including knife crime and county lines</u>  • To gain a better understanding of the issues and how they are being addressed, including reducing knife crime and associated violence and drug related crime and safeguarding		Annual

				<p>vulnerable children and young people.</p> <ul style="list-style-type: none"> <li>• Provide crime figures to councillors per ward, split the current figures that are combined for violent crime and sexual offences.</li> <li>• Map out how many police officers are actually on duty at any time and check whether it is enough for the workload.</li> <li>• Determine if a quarterly, time limited (Zoom or in person) meeting with police teams to ask questions could be delivered.</li> <li>• Understand if a multi-agency approach to youth provision could work building and enhancing on the good work of the community sector, using asset-based community modelling.</li> </ul>		
Children's Trust	Scrutiny Commission (all invited)	Presentation	25 November 2021	<p><b>Introductory Presentation</b></p> <ul style="list-style-type: none"> <li>• the relationship between the Trust and Council</li> <li>• the governance, improvement plan.</li> <li>• How is the funding for the Trust decided and divided?</li> </ul>		Recurring invitation three times per year
Children's Trust Finance Scrutiny- Mid Year Review	Finance and Resources	Report/Presentation	August 2022	Detailed review of finance of Children's Trust (additional to usual budget monitoring)		Annual  Recurring invitation three times per year

Children's Trust	Scrutiny Commission	Report/presentation	May 2022	Performance and inspection readiness		Recurring invitation three times per year
Levelling Up Review Final Report	Scrutiny Commission	Report	May 2022	<ul style="list-style-type: none"> <li>• Recommendations to Executive/Council</li> <li>• To provide initial recommendations to feed into the budget review process.</li> </ul>		One Off
Budget Monitoring	Finance and Resources	Report	Each Meeting	To undertake budget monitoring		Each meeting
Outside Bodies Closure Report	Scrutiny Commission	Report	November 2021			One Off
Performance Reports	Scrutiny Commission/ Finance and Resources (corporate services)	Report	Each Meeting	To scrutinise performance of services using performance data		Each Meeting
Review of Executive Forward Plan	Scrutiny Commission/ Finance and Resources	Document	Each Meeting	To review upcoming matters and determine if there are any matters which require scrutiny input		Each meeting
Property Annual Report	Scrutiny Commission	Document	March 2023	To annually review property (note to review Manchester Scrutiny report)		Annual
Climate Change	Scrutiny Commission	Document	Place to confirm	Scrutinising the implementation of the Climate Action Plan and whether it is progressing adequately		One off
Health Scrutiny (ICS)	Scrutiny Commission	Report/Presentation	May 2022	<ul style="list-style-type: none"> <li>• Integrated Care System. What is it and how will it impact upon North Northamptonshire.</li> <li>• Understanding Scrutiny's role in the future.</li> </ul>		Annual

Homelessness, including Registered Social Landlords	Scrutiny Commission	Report/Presentation		<ul style="list-style-type: none"> <li>• To understand how NNC are supporting homeless people.</li> <li>• To review the Council's knowledge of hidden demand including sofa surfing, domestic violence, marital breakdown, mental health</li> <li>• To understand if a collaborative approach with partners is being utilised and if so if it provides ideas for solutions to help families needing temporary accommodation.</li> <li>• Find ways to expand Supporting Tenancies to help tenants who face crisis.</li> <li>• Review the rough sleeper's initiative after it has had the opportunity to embed and show results.</li> </ul>		One off
Public Transport, including bus services & strategy and rail services				<ul style="list-style-type: none"> <li>• Review of progress against the Bus Service Improvement Plan.</li> <li>• Understand about how the Council is working towards an integrated transport solution.</li> <li>• Understand how rural isolation and accessibility to work and education is being addressed to enable travel to work and education.</li> </ul>		One-off
Highways and Transport	Scrutiny Commission		March 2022	Scrutiny session on major highway capital works and how they are prioritised for implementation within existing budgets.		Recurring
Highways and Transport	Scrutiny Commission		September 2022	Review of the delivery of the Bus Services Improvement Plan and		Recurring

				outcomes of the Enhanced Partnership.		
Highways and Transport	Scrutiny Commission		September 2023	Review of performance of the new highways contract providers following the first year of service.		Recurring
Performance of Special Educational Needs "SEND"				Review of performance of Special Educational Needs (SEND).		One-off



