



Report to Overview and Scrutiny Management Committee

Thursday 19th July 2018

Report of: Policy and Improvement Officer

Subject: Draft Work Programme 2018/19

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The attached report aims to assist the Committee to develop its work programme for 2018/19.

It covers the role and purpose of scrutiny, and a draft work programme for the Committee's consideration and discussion.

Type of item: The report author should tick the appropriate box

Reviewing of existing policy	
Informing the development of new policy	
Statutory consultation	
Performance / budget monitoring report	
Cabinet request for scrutiny	
Full Council request for scrutiny	
Call-in of Cabinet decision	
Briefing paper for the Scrutiny Committee	
Other	X

The Scrutiny Committee is being asked to:

- Consider and comment on the draft work programme for 2018/19

Category of Report: OPEN

1 What is the role of Scrutiny?

1.1 Scrutiny Committees exist to hold decision makers to account, investigate issues of local concern, and make recommendations for improvement. The Centre for Public Scrutiny has identified that effective scrutiny:

- Provides 'Critical Friend' challenge to executive policy makers and decision makers
- Enables the voice and concern of the public and its communities
- Is carried out by independent minded governors who lead and own the scrutiny process
- Drives improvement in public services and finds efficiencies and new ways of delivering services

1.2 Scrutiny Committees can operate in a number of ways – through formal meetings with several agenda items, single item 'select committee' style meetings, task and finish groups, and informal visits and meetings to gather evidence to inform scrutiny work. Committees can hear from Council Officers, Cabinet Members, partner organisations, expert witnesses, members of the public. Scrutiny Committees are not decision making bodies, but can make recommendations to decision makers.

2 Developing the Scrutiny Work Programme

2.1 Attached to this report is a draft work programme for 2018/19. The Chair has had discussions with Council Officers and Cabinet Members to come up with a 'long list' of topics. There are also some issues carried over from last year's work programme.

2.2 It is important the work programme reflects the principles of effective scrutiny, outlined above at 1.1, and so the Committee has a vital role in ensuring that the work programme is looking at issues that concern local people, and looking at issues where scrutiny can influence decision makers. The work programme remains a live document, and there will be an opportunity for the Committee to discuss it at every Committee meeting, this might include:

- Prioritising issues for inclusion on a meeting agenda
- Identifying new issues for scrutiny
- Determining the appropriate approach for an issue – eg select committee style single item agenda vs task and finish group
- Identifying appropriate witnesses and sources of evidence to inform scrutiny discussions
- Identifying key lines of enquiry and specific issues that should be addressed through scrutiny of any given issue.

Members of the Committee can also raise any issues for the work programme via the Chair or Policy and Improvement Officer at any time.

3 The Draft Scrutiny Work Programme 2018/19

3.1 Attached is the draft work programme for 2018/19. Members are asked to consider it and reflect on questions such as:-

- Are there any gaps?
- Are there any issues on the list that don't feel appropriate for scrutiny?
- What are the priority issues?
- What approach should the Committee take for each item, what are the key lines of enquiry, and who is it important to hear from?

4 Recommendations

The Committee is asked to:

- Consider and comment on the draft work programme for 2018/19

OSMC

Thursday 1.30-4pm

Topic	Reasons for selecting topic	Lead Officer/s	Agenda Item/ Briefing paper
Thursday 19th July 2018			
Resources and PPC Priorities	To consider an overview of how the Resources and PPC Portfolios are supporting the Council to meet its ambitions in terms of workforce, ICT, Customer Services etc. Committee to consider and comment, and identify any areas for more detailed consideration at future meetings	James Henderson, Director of Policy, Performance and Communications Eugene Walker, Executive Director, Resources	Agenda Item
SCC response the House of Commons Select Committee Inquiry into Local Government Scrutiny	To look at the report and Government response, and identify areas Sheffield may wish to consider changes.	Michael Bowles, Head of Elections, Equalities and Involvement, SCC.	
Draft Combined Scrutiny Work Programme 2018-19 and update from Chairs	To receive a copy of the combined draft Work Programme for the 5 scrutiny committees and any update from Chairs.	Scrutiny Chairs	Agenda Item
OSMC Draft Work Programme 2018-19, a report of the Policy & Improvement Officer	To consider and discuss the committees Work Programme for 2018/19.	Emily Standbrook-Shaw, Policy & Improvement Officer	Agenda Item

Thursday 18th October 2018

Ethical Procurement	To consider the impact of the updated ethical procurement policy - what do we hope to achieve through the policy, and how will we monitor it.	Fil Leonard, Head of Procurement and Supply Chain David Hollis, Asst Director, Legal and Governance	
Budget Scrutiny Session 1	To consider our current in year budget position - the Medium Term Financial Strategy/analysis, where are the pressures and risks. To consider process for setting the 2019/20 budget including any proposed consultation.	Marianne Betts, Cllr Olivia Blake	
SMC Work Programme 2018/19	To consider and discuss the committees work programme for 2018/19.	Emily Standbrook-Shaw, Policy & Improvement Officer	Agenda Item
Issues to raise from other Scrutiny Committees	To receive any updates from scrutiny chairs.	Scrutiny Chairs	Agenda Item

Thursday 15th November 2018

Budget Session 2	To consider progress on the social care improvement plans and impact on budget setting process for 2019/20.	Marianne Betts	
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OSMC Work Programme 2018-19	To consider and discuss the committee's work programme for 2018/19.	Emily Standbrook-Shaw, Policy & Improvement Officer	Agenda Item
Issues to raise from other Scrutiny Committees	To receive any updates from scrutiny chairs.	Scrutiny Chairs	Agenda Item
13th February 2019 (10am-1pm)			
Revenue Budget 2019/20 and Capital Programme 2019/20	To consider the Council's budget proposal in advance of Cabinet.	Cllr Olivia Blake, Deputy Leader and Cabinet Member for Finance Eugene Walker, Acting Executive Director of Resources Dave Phillips, Head of Strategic Finance Other attendees tbc.	Single Agenda Item
Draft Work Programme 2018-19	To consider and discuss the committee's work programme for 2018-19.	Emily Standbrook-Shaw, Policy & Improvement Officer	Agenda Item
Issues to raise from other Scrutiny Committees	To receive any updates from scrutiny chairs.	Scrutiny Chairs	Agenda Item

18th April 2019			
Scrutiny Annual Report Submission 2018/19	To consider and comment on the appropriate sections of the draft Annual Scrutiny Report.	Emily Standbrook-Shaw, Policy and Improvement Officer	
Possible items to be scheduled			
Health in all Policies	To test how well the public health strategy is being embedded across all Council activity, and to consider how scrutiny can influence this.	Greg Fell	
Sheffield City Region and Devolution	To consider progress on City Region Devolution, and impact of SCR projects in Sheffield.		
Customer Experience Strategy	Follow up from 2017/18 consideration of the strategy	James Henderson/Mark Bennett	
Work based development and Wellbeing	Follow up from 2017/18 consideration, to include update on numbers and format of people undertaking mental health training; update on whistleblowing policy; update on engagement with Trade Unions in developing the strategy.	Mark Bennett/Lynsey Linton	
Equality Hub Network	TBD		