



Report to Overview and Scrutiny Management Committee

Thursday 4th July 2019

Report of: Policy and Improvement Officer

Subject: Draft Work Programme 2019/20

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The attached report aims to assist the Committee to develop its work programme for 2019/20.

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 2019/20

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 2019/20

- 3.1 Attached is the draft work programme for 2019/20. The final section of the draft contains some detail on potential further issues for members to consider whether they feel should be included in the work programme and scheduled accordingly.
- 3.2 The content of the work programme and the additional items for consideration, have been drawn from the priorities for 2019/20 for Resources and Policy, Performance and Communications Portfolios.
- 3.3 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 2019/20

OSMC		Thursday 1.30-4pm	
Topic	Reasons for selecting topic	Lead Officer/s	Agenda Item/ Briefing paper
Thursday 4th July 2019			
Statutory Guidance on Overview and Scrutiny in Local and Combined Authorities	To update members on the guidance published in May 2019	Deborah Glen, Policy and Improvement Officer	Agenda Item
OSMC Draft Work Programme 2019/20, a report of the Policy & Improvement Officer	To consider and discuss the committees Work Programme for 2018/19. To include Resources and PPC Portfolios priorities and issues for potential scrutiny	James Henderson, Director of Policy, Performance and Communications Eugene Walker, Executive Director, Resources Deborah Glen, Policy & Improvement Officer	Agenda Item
Thursday 19th September 2019			
Performance Management	To consider the new performance management framework for the Council and to discuss its implications for Scrutiny	James Henderson, Director of Policy, Performance and Communications Louise Brewins, Head of Performance and Intelligence	Agenda Item

Access to Mental Health Services – Call for Evidence	Report of findings and recommendations for further action from the 2018/19 joint review/call for evidence, between the Healthier Communities and Adult Social Care Committee and the Children, Young People and Family Support	Deborah Glen, Policy and Improvement Officer	Agenda Item
OSMC Work Programme 2018/19	To consider and discuss the committees work programme for 2018/19.	Deborah Glen, Policy & Improvement Officer	Agenda Item
Issues to raise from other Scrutiny Committees	To receive any updates from Scrutiny Chairs.	Scrutiny Chairs	Agenda Item
Thursday 17th October 2019			
Ethical Procurement	To consider an update on the ethical procurement policy	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 2020/21 budget including any proposed consultation.	Cllr Olivia Blake tbc	Agenda Item
Issues to raise from other Scrutiny Committees	To receive any updates from scrutiny chairs.	Scrutiny Chairs	Agenda Item

Thursday 14th November 2019			
Budget Session 2	tbc	tbc	Agenda Item
Draft Work Programme 2019-20	To consider and discuss the committee's work programme for 20.	Deborah Glen, Policy & Improvement Officer	Agenda Item
Issues to raise from other Scrutiny Committees	To receive any updates from scrutiny chairs.	Scrutiny Chairs	Agenda Item
Thursday 6th February 2020			
Revenue Budget 2019/20 and Capital Programme 2019/20	To consider the Council's budget proposal in advance of Cabinet.	<p>Cllr Olivia Blake, Deputy Leader and Cabinet Member for Finance</p> <p>Eugene Walker, Acting Executive Director of Resources</p> <p>Dave Phillips, Head of Strategic Finance</p> <p>Other attendees tbc.</p>	Single Agenda Item

Draft Work Programme 2019-20	To consider and discuss the committee's work programme for 20.	Deborah Glen, Policy & Improvement Officer	Agenda Item
Issues to raise from other Scrutiny Committees	To receive any updates from scrutiny chairs.	Scrutiny Chairs	Agenda Item
Thursday 19th March 2020			
Customer Experience Strategy	Follow up from 2018/19 consideration of the strategy	James Henderson/Mark Bennett	Agenda Item
Work based development and Wellbeing	Follow up from 2018/19 consideration.	Mark Bennett/Lynsey Linton	Agenda Item
Scrutiny Annual Report Submission 2018/19	To consider and comment on the appropriate sections of the draft Annual Scrutiny Report.	Deborah Glen, Policy and Improvement Officer	Agenda Item
Possible items to be scheduled			
Equalities Objectives	<p>A new set of Equality Objectives 2019-23 has recently been agreed. They guide the work we carry out in the city and demonstrate our commitment to challenging inequality and promoting a fair and inclusive City:</p> <p>Objective 1: Strengthen knowledge and understanding of our communities Objective 2: Ensure our workforce reflects the people that we serve Objective 3: Lead the city in celebrating diversity and promoting inclusion Objective 4: Break the cycle of inequality and improve life chances.</p>		

	<p>We carry out Equality Impact Assessments (EIA's) to systematically assess the effects that a policy, project or proposal is likely to have on different groups of people within the city. EIAs focus on the impact on the protected characteristics in the Equality Act. In addition, we also assess the impact on the Voluntary, Community and Faith Sector, poverty and financial inclusion, carers, armed forces and cohesion. EIA's are undertaken to help us make better decisions and to try to ensure that the services we provide and commission are fair and accessible to all.</p> <p>An action plan is currently being developed to improve the EIA process, based on reviews carried out during 2018/19.</p>
<p>Equalities Hub Network</p> <p>Page 56</p>	<p>The Equality Hub Network was established five years ago, and it is time for a review to examine how well they are meeting their initial aims, how they have developed, and how they should operate in a sustainable way in the future. Fundamentally, the Hubs are an established and functional network comprised of an abundance of dedicated organisations and individuals. It is a largely successful model for positive community engagement. They have made a real difference to a number of projects and are respected by many partners across the City. However it is also clear that they are not achieving their full potential and making as much impact as they should be on either the Council or the city more generally. This Council-led review which included a survey of Hub members, outlines some of the hindrances affecting the Equality Hub Network and makes recommendations for its improvement.</p>
<p>Public Sector Reform</p>	<p>This is a programme for developing and implementing specific proposals to improve public services for people in Sheffield.</p> <p>It has a long term, rather than a day-to-day operational focus; people-based services (health, care, education, employment, etc.)</p> <p>It focuses particularly on things that require changes of approach in multiple local organisations</p>
<p>Sheffield City Region/Combined Authority</p>	<p>Members are interested in understanding how the new structures work; providing an overview and an understanding of the structures designed to deliver City Region priorities.</p>

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