



Overview and Scrutiny Management Committee Thursday 26th November 2020

Report of: Policy and Improvement Officer

Subject: Draft Work Programme 2020/21: Overview and Scrutiny Management Committee

Author of Report: Alice Nicholson, Policy and Improvement Officer
alice.nicholson@sheffield.gov.uk

This report aims to assist the Committee in determining a programme of work for the remainder of municipal year 2020/21. Covid-19 has disrupted usual pattern of meetings, and meetings are being held virtually. This Committee met in June to consider a Call-In and in September for an Update on the Council's 2020-21 Revenue Budget. Four more meetings of this Committee are scheduled - December 2020, January, February, and March 2021. The February meeting is earmarked for consideration of budget 2021-22.

Section 2.0 of this report is a list of items already suggested for OSMC draft work programme 2020/21. It is for the Committee to consider and agree a work programme, including identify further suggestions and to prioritise items. Scrutiny work programmes are live documents, so are subject to change, and on occasion other appropriate items may have to be swapped into the schedule. Section 3.0 is a guide to assist in determining a work programme.

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, identify, and agree topics for draft work programme 2020/21, and prioritise items for remaining meetings

Background Papers: [Sheffield Council Constitution](#)

Category of Report: OPEN

Draft Work Programme 2020/21: Overview and Scrutiny Management Committee - Thursday 26th November 2020

1.0 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 Governance and Scrutiny (formerly 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 The Centre for Governance and Scrutiny has updated its activity with several blogs and handy advice for scrutiny in Covid-19, and the Coronavirus Act. These can be found on their web pages - <https://www.cfgs.org.uk/> .

1.3 Scrutiny Committees can operate in several 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 they can make recommendations to decision makers.

2.0 Current list of suggested items for OSMC Work Programme 2020/21

2.1

Suggested work programme topics 2020/21 for prioritisation and/or addition
• Sheffield City Region – Devolution Deal update and going forward
• Annual Equality Report
• Sheffield Equalities Partnership update
• Revenue Budget 2021/22 and Capital Programme 2021/22
• City partnerships overview

3.0 Determining the work programme

3.1 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 – e.g. 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.

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

4.0 Meeting Dates 2020/21

4.1 Remaining meetings are scheduled for Thursdays 10am-12pm on the following dates:

- 17th December 2020
- 28th January 2021
- 11th or Friday 12th February 2021 - TBC
- 25th March 2021

5.0 Recommendations

5.1 The Scrutiny Committee is being asked to:

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