



Overview and Scrutiny Management Committee Thursday 17th December 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. The February meeting is earmarked for consideration of budget 2021-22.

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 2.0 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 and agree draft work programme 2020/21, amend or reprioritise if necessary, for remaining meetings

Background Papers: [Sheffield Council Constitution](#)

Category of Report: OPEN

Draft Work Programme 2020/21: Overview and Scrutiny Management Committee - Thursday 17th December 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 Determining the work programme

2.1 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.

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

3.0 Meeting Dates 2020/21

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

- 28th January 2021
- 11th February 2021
- 25th March 2021

4.0 Recommendations

4.1 The Scrutiny Committee is being asked to:

- Consider and agree draft work programme 2020/21, amend or reprioritise if necessary, for remaining meetings

Overview and Scrutiny Management Committee

CURRENT WORK PROGRAMME 2020/21

Last updated: 9th December 2020

Please note: the work programme is a live document and so is subject to change

OSMC		Thursday 10am-12pm	
Topic	Reasons for selecting topic	Lead Officer/s	Agenda Item/ Briefing paper
Thursday 17th December 2020			
Sheffield City Council update on the end of the EU Transition Period	To consider latest position on our preparedness, possible impact, as EU transition Period comes to an end	James Henderson, Director of Policy, Performance and Communication, Catherine Pritchard, Policy and Improvement Officer	
OSMC Work Programme 2020-21			
Scrutiny Overview - Issues to raise from other Scrutiny Committees	To receive any updates from scrutiny chairs	Scrutiny and Policy Development Committee Chairs	
Thursday 28th January 2021			
Climate Change - final report update, going forward	Consider final report, current plans, response to OSMC recommendation	Cllr Mark Jones, Cabinet Member for Environment, Streetscene & Climate, Mark Whitworth, Climate Change and Sustainability Service Manager	
OSMC Work Programme 2020-21			

Scrutiny Overview - Issues to raise from other Scrutiny Committees	To receive any updates from scrutiny chairs	Scrutiny and Policy Development Committee Chairs	
Thursday 11th February 2021			
Revenue Budget 2021/22 and Capital Programme 2021/22	To consider the Council's budget proposal in advance of Cabinet.	Cllr Terry Fox, Deputy Leader and Cabinet Member for Finance Eugene Walker, Executive Director of Resources	
OSMC Work Programme 2020-2		Policy & Improvement Officer	
Scrutiny Overview - Issues to raise from other Scrutiny Committees	To receive any updates from scrutiny chairs -	Scrutiny and Policy Development Committee Chairs	
Thursday 25th March 2021			
<i>Equalities Annual Report; Equalities Partnership and scrutiny engagement</i>	<i>TBC</i>		
Report of Scrutiny in 2020-21 and Work Planning for 2021-22	To consider overview messages and discuss this committee's section in Report of Scrutiny 2020-21	Policy & Improvement Officer	
Possible Work Group			
Food Poverty	Determine scope and membership - 17th December 2020		
Digital Poverty	TBC - Scope to be determined, for future work programme - schedule 2021/2022		

This page is intentionally left blank