

South Lakeland District Council
Overview and Scrutiny Committee
Friday, 26 April 2019
Work Programme Setting 2019/20

Portfolio:	Cllr Vicky Hughes – Chairman of the Overview and Scrutiny Committee
Report from:	David Sykes - Director of Strategy, Innovation and Resources
Report Author:	Anthea Lowe – Solicitor to the Council
Wards:	All Wards
Forward Plan:	Not applicable

1.0 Expected Outcome

- 1.1 It is anticipated that Overview and Scrutiny Committee will have sufficient information to allow it to set a work programme for the forthcoming year. That work programme will be set so as to make effective use of resources and will add strategic value to the work of the Council in line with its local priorities as contained in the Council Plan.

2.0 Recommendation

- 2.1 It is recommended that Overview and Scrutiny Committee is requested to consider and agree its 2019/20 Work Programme**

3.0 Background and Proposals

- 3.1 The Overview and Scrutiny Committee has the power to review or scrutinise decisions made, or actions taken, in connection with the discharge of any of the Council's functions. It also has power to make recommendations to the Council or Cabinet and to consider any matters which affect the Council's area or its communities. The Committee also plays an important role in policy development and review.
- 3.2 As part of these responsibilities, the Committee sets an annual work programme at its meeting in April of each year. The work programme ensures that the Committee is able to focus on those areas where it is likely to add the most value. It can do this through its formal meetings, through one-day/half-day workshops or through the work of task and finish groups.
- 3.3 Prioritisation is vital to ensure that there are sufficient resources to allow the work programme planning to take place and to ensure that the work programme is supported throughout 2019/20. An article published by the Local Government Scrutiny Information Unit *Making scrutiny count* suggests that "one major scrutiny and perhaps two shorter reviews in the course of a year is realistic".
- 3.4 Submissions for topics were invited from all district councillors, SLDC Senior Management Team and operational managers (as per the pre-1 April organisational structure), parish and town councils and external partner organisations. The request for topics was also placed on the SLDC website.

- 3.5 Four topics were submitted during the consultation phase. These are attached for consideration at **Appendix 1**. Two items from the 2018/19 work programme have yet to be considered and are also included within the items for consideration at **Appendix 1**.
- 3.6 The Chairman and Vice Chairman of the Overview and Scrutiny Committee, the Solicitor to the Council and the Council's Corporate Management Team will, prior to the Committee meeting, conduct an initial prioritisation of the topics submitted. An updated Appendix 1 will be provided at the meeting to include recommendations.
- 3.7 It was agreed during the annual work programme setting in 2018/19, that the Committee has an opportunity to realign its focus so as to take a strategic approach to its Work Programme and to undertake fewer, broader, future-looking reviews providing much greater added value than could be the case for numerous, specific, smaller-scale reviews.
- 3.8 Partnership working, and particularly the engagement of partners through reviews has been recognised by the Committee as increasingly important. The benefit of this approach was clear when the review of the Older Persons Housing Strategy was undertaken. It is an approach that is also being adopted for the Customer Connect Locality Working Task & Finish Group.

4.0 Consultation

- 4.1 Submissions for topics were invited from all district councillors, Senior Management Team and operational managers, parish and town councils and external partner organisations. The request for topics was also placed on the Council's website.

5.0 Alternative Options

- 5.1 The Committee could opt not to use a structured work programme. This is not recommended as, in order for scrutiny to operate effectively, there is a need to ensure that the work it carries out is timely, accords with the Council priorities, will add value and that there are appropriate resources available for the work to be carried out.

6.0 Links to Council Priorities

- 6.1 The Overview and Scrutiny Committee's broad remit and varied work programme means that it work often links to all of the priorities and targets set out within the current Council Plan. The links between each topic and the Council's priorities are set out in **Appendix 1**.

7.0 Implications

Financial, Resources and Procurement

- 7.1 There are no direct financial or resource implications arising from this report. However, any work pursued needs to provide good value for money and ensure that best use is made of resources.

Human Resources

- 7.2 There are no direct staffing implications arising from this report. There is, however, a need to ensure that there are sufficient resources to support the work of the Committee throughout 2019/20.

Legal

- 7.3 Every local authority has a legal obligation to operate an overview and scrutiny committee. The preparation of a planned work programme ensures that the committee is effective in its role. In turn, this will enable the Council to demonstrate that there are effective scrutiny arrangements in place.

Health, Social, Economic and Environmental

- 7.4 Have you completed a Health, Social, Economic and Environmental Impact Assessment? No – consideration of such matters will be given to the any chosen topics during their review.

Equality and Diversity

- 7.7 Have you completed an Equality Impact Analysis? No – consideration of any topics as part of the Overview and Scrutiny work programme will be considered during any reviews.

Risk

Risk	Consequence	Controls required
The work programme does not add value.	Resources are not used to their maximum.	A planned work programme that aligns with strategic priorities and agreed criteria.
The work programme is not balanced effectively.	The work programme is not completed or the effectiveness of planned work is reduced.	Regular reviewing of the work programme to ensure that the work will continue to add value in a timely manner.

Contact Officers

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Appendices Attached to this Report

(delete if no appendices attached)

Appendix No.	Name of Appendix
1	Table of submitted topics

Background Documents Available

None.

Tracking Information

Signed off by	Date sent
Legal Services	Report author
Section 151 Officer	5 April 2019
Monitoring Officer	5 April 2019
SMT	11 April 2019

Circulated to	Date sent
Assistant Director	N/A
Human Resources Manager	N/A
Communications Team	N/A
Leader	N/A
Committee Chairman	5 April 2019
Portfolio Holder	N/A
Ward Councillor(s)	N/A
Committee	26 April 2019
Executive (Cabinet)	N/A

Circulated to	Date sent
Council	N/A