



23 October 2020

## SCRUTINY COMMITTEE – 2 NOVEMBER 2020

A meeting of the Scrutiny Committee will be held at 5.30pm on Monday 2 November 2020 via MS Teams.

*Members of the public may view the meeting via the livestream on the Council's website.*

Mannie Ketley  
Executive Director

## A G E N D A

### PART 1 – PUBLIC BUSINESS

1. Appointment of Chair  
To appoint a Chair for the 2020/21 municipal year.
2. Appointment of Vice-Chair  
To appoint a Vice-Chair for the 2020/21 municipal year.
3. Apologies  
To receive apologies for absence from the meeting.
4. Declarations of Interest  
To receive declarations of:
  - (a) non-pecuniary interests as defined by the Council's Code of Conduct for Councillors;
  - (b) pecuniary interests as defined by the Council's Code of Conduct for Councillors;
  - (c) notice under Section 106 Local Government Finance Act 1992 – non-payment of Community Charge or Council Tax.

***Note: Members are reminded that they should declare the existence and nature of their non-pecuniary interests at the commencement of the meeting (or as soon as the interest becomes apparent). If that interest is a pecuniary interest, the Member must withdraw from the room unless one of the exceptions applies.***

***Membership of Warwickshire County Council or any Parish Council is classed as a non-pecuniary interest under the Code of Conduct. A Member does not need to declare this interest unless the Member chooses to speak on a matter relating to their membership. If the Member does not wish to speak on the matter, the Member may still vote on the matter without making a declaration.***

5. Overview and Scrutiny Work Programme 2020/21.

**Membership of the Committee:**

Councillors Mrs A'Barrow, Cade, Eccleson, Gillias, Mahoney, Mrs New, Mrs O'Rourke, Picker and Roodhouse

*If you have any general queries with regard to this agenda please contact Linn Ashmore, Democratic Services Officer on 01788 533522 or email [linn.ashmore@rugby.gov.uk](mailto:linn.ashmore@rugby.gov.uk). Any specific queries concerning reports should be directed to the listed contact officer.*

***AGENDA MANAGEMENT SHEET***

<b>Report Title:</b>	Overview and Scrutiny Work Programme 2020/21
<b>Name of Committee:</b>	Scrutiny Committee
<b>Date of Meeting:</b>	2 November 2020
<b>Contact Officer:</b>	Linn Ashmore, Democratic Services Officer, Tel: 01788 533522 or linn.ashmore@rugby.gov.uk
<b>Summary:</b>	The report provides a summary of the work programmes from 2019/20 for the Communities and Resources Scrutiny Committee and the Environment and Growth Scrutiny Committee.
<b>Financial Implications:</b>	There is a budget of £500 available in 2020/21 to spend on the delivery of the overview and scrutiny work programme.
<b>Risk Management Implications:</b>	There are no risk management implications arising from this report.
<b>Environmental Implications:</b>	There are no environmental implications arising from this report.
<b>Legal Implications:</b>	There are no legal implications arising from this report.
<b>Equality and Diversity:</b>	No new or existing policy or procedure has been recommended.

**Scrutiny Committee - 2 November 2020**

**Overview and Scrutiny Work Programme 2020/21**

**Summary**

The report provides a summary of the work programmes from 2019/20 for the Communities and Resources Scrutiny Committee and the Environment and Growth Scrutiny Committee

**1. SCRUTINY REVIEWS**

There is no outstanding review work. The following is a list detailing the position of the latest reviews carried out.

Due to Covid-19, the Communities and Resources Scrutiny Committee and the Environment and Growth Committee had not met in the current municipal year and, further to the review of scrutiny arrangements, have been disestablished and replaced by this single scrutiny committee.

The work programmes carried over from the 2019/20 municipal year for each committee are attached at Appendix 1 for review.

**1.1 Communities and Resources Scrutiny Committee**

**Working in Partnership with the Voluntary and Community Sector**

This was carried out as a light touch review on the Council's relationship with the Voluntary and Community Sector on 3 March 2020.

**Employee Wellbeing**

The Committee received a progress report from the Head of Corporate Resources and the Human Resources Manager on 3 March 2020. It was agreed that Council staff be informed of the review and the ongoing monitoring of the situation and sickness absence levels by the Committee and that a progress report would be brought back to the Committee in 12 months' time.

**1.2 Environment and Growth Scrutiny Committee**

**Policy for Public Spaces Protection Orders as Gating Orders**

The review was completed, and the Policy was approved for adoption by Cabinet on 6 July 2020.

## **2. WORK PROGRAMME**

An external training session carried out earlier in the year identified that scrutiny would be improved by taking a more fluid approach and introducing a rolling longer-term work programme.

### **2.1 Future Work Programme**

It has been acknowledged that scrutiny has a crucial role in the Covid-19 recovery process and consideration should be given to work that can be carried out under the four key strands identified by Cabinet:

- Economy
- Climate
- Health and Communities
- Organisation

### **2.2 Review Topics**

Calls for review topics are sought on an ongoing basis to allow scrutiny to be reactive and flexible. The Chair and Vice-Chair are working with the Communication, Consultation and Information Manager on a strategy for more effective community engagement and communication.

A number of review topics that have been received since the beginning of the year will be reviewed by the Chair and Vice and placed in priority order before being included in the work programme report for the next meeting.

## **3. FORWARD PLAN**

The following public topics are currently listed or scheduled for inclusion in the Forward Plan during November – February 2021.

9 November 2020 - Cabinet

- Corporate Plan
- Planning for the Future – consultation response
- Economic Strategy
- Draft Housing Needs Supplementary Planning Document 2020
- Council's one-off community grants 2021-22
- Future Plans for the Trailblazing Project
- Appointments to Outside Bodies
- Finance and Performance Monitoring 2020/22 – Quarter 2
- Proposed Transfer of Lane – junction of Lawford Road/Addison Road
- Civic Honours criteria

17 November 2020 - Council

- Local Plan Key Diagram, Rural Settlements Maps and amendments
- Hackney Carriage and Private Hire Licensing Policy
- Endorsement of Digital Strategy 2020-23
- Grant award and equity stake in Abode Living Project
- Licensing and Safety Committee Membership

7 December 2020 – Cabinet

- Calendar of Meetings 2021/2

1 February 2021 – Cabinet

- Warwickshire Homelessness Strategy

#### **4. CONCLUSION**

The Committee is asked to:

- consider the former committees' work programmes and agree topics that should be carried forward;
- agree on items for inclusion in a new rolling work programme; and
- agree any review topics to be carried out by task groups.

**Name of Meeting:** Scrutiny Committee

**Date of Meeting:** 2 November 2020

**Subject Matter:** Overview and Scrutiny Work Programme 2020/21

**DO ANY BACKGROUND PAPERS APPLY**       **YES**       **NO**

**LIST OF BACKGROUND PAPERS**

<b>Doc No</b>	<b>Title of Document and Hyperlink</b>

## Overview and Scrutiny Work Programme

Topic	Committee and Date	Description
<b>Corporate Resources</b>	Communities and Resources 19 March 2020	Discuss performance and future strategy in relation to the portfolio
<b>Communities and Homes</b>	Communities and Resources 19 March 2020	Discuss performance and future strategy in relation to the portfolio
<b>Crime and Disorder</b>	Environment and Growth 2 April 2020	Annual review – this is a statutory function
<b>Growth and Investment</b>	Environment and Growth 2 April 2020	Discuss performance and future strategy in relation to the portfolio
<b>Notice of Motion – Reduce Plastic Waste at the Council</b>	Environment and Growth 2 April 2020	Progress report
<b>Finance and Performance 2019/20 Year End</b>	Communities and Resources 10 September 2020	Reported to Cabinet 1 June 2020
<b>Finance and Performance Monitoring 2020/21 Q1</b>	Communities and Resources 10 September 2020	Reported to Cabinet 7 September 2020
<b>Finance and Performance Monitoring 2020/21 Q2</b>	Communities and Resources 14 December 2020	Members to refer to report from Cabinet 9 Nov 2020 and RPMS
<b>Leader and Executive Director</b>	Joint Meeting 25 January 2021	Discussion on performance and future strategy with Leader and Executive Director
<b>Finance and Performance Monitoring 2020/21 Q3</b>	Communities and Resources 8 February 2021	Members to refer to report from Cabinet 1 Feb 2021 and RPMS

## ITEMS ORIGINALLY LISTED AS TO BE ALLOCATED OR CARRIED FORWARD TO 2020/21

### Communities and Resources

Topic	Description
<b>Review of Housing Voids</b>	Light-touch to focus on tenancy termination to re-let, landlord checks and contract conditions.
<b>Rugby Lotto</b>	Progress report after a year of operation. Draw launched on 25 Mar 2019.
<b>Review of Attendance Policy</b>	Light-touch review Topic agreed by the Chair to follow on from the light-touch review of Employee Wellbeing.
<b>Informing and Engaging Our Communities</b>	Progress against the recommendations in the review report. Report was considered by Cabinet 3 June 2019.

### Environment and Growth

Topic	Description
<b>Access for People with a Disability</b>	Progress against the recommendations in the review report. Report was considered by Cabinet 3 June 2019.
<b>Self-Build Plots</b>	The Council's approach to delivering self-build is identified in the Local Plan. An annual review is carried out by planning officers on suitable sites.
<b>Notice of Motion – Reduce Plastic Waste at the Council</b>	Progress report.
<b>Health and Wellbeing Initiatives</b>	Initially a Motion to Council in September 2018. Progress on the projects identified that would contribute to the health and wellbeing of residents.
<b>Air Quality Monitoring</b>	It has become customary for an annual review to take place.
<b>Review of Litter</b>	Topic agreed at a meeting on 24 February 2020. The work is now due to be carried out by a Cabinet working party.
<b>Review of Fly Tipping</b>	Topic agreed at a meeting on 24 February 2020. The work is now due to be carried out by a Cabinet working party.
<b>Review of Minimising Waste and Recycling Levels</b>	Topic agreed at a meeting on 24 February 2020.
<b>Annual report on the Waste and Recycling Service</b>	Agreed for inclusion in the work programme on 24 February 2020.