

## **SCRUTINY WORK PROGRAMME** **OVERVIEW & SCRUTINY**

## **APPENDIX 1**

### ***'Holding the Executive & Council to account in respect of all three priorities within the Council's Corporate Plan'***

Each of the Council's Scrutiny Committees is responsible for setting and agreeing its own work programme by identifying a list of themes and topics which fall under the remit of each individual Scrutiny Committee. Following discussion with the Chair, Vice Chair and Scrutiny Members a practical, realistic and timetabled programme can then be developed.

The scrutiny forward work programmes should provide a clear rationale as to why particular issues have been selected; be outcome focussed; ensure that the method of scrutiny is best suited to the topic area and the outcome desired; align scrutiny programmes with the council's performance management, self-evaluation and improvement arrangements.

Throughout the year, there are a number of ways in which additional issues can be considered for inclusion in the Scrutiny Work Programme and ideas for inclusion may come from a number of sources such as:-

- Individual Councillors;
- Performance or budget monitoring information;
- Inspection reports;
- Referrals from Council (such as Notices of Motion), Cabinet/Audit or other scrutiny committees;
- Service users;
- Monitoring the implementation of recommendations previously made by the Committee; and
- Local Residents

The Cabinet is also required to produce forward work programmes and the Overview & Scrutiny Committee keeps abreast of forthcoming items or topics which may enable scrutiny to be involved in the development of Council policy prior to its formal consideration by Cabinet. It is important to bear in mind that an element of flexibility is applied to each individual work programme that provides Committees with the capacity to scrutinise new / urgent issues that arise during the year.

| Date/Time                                     | Overarching Item                                                                                                                                                   | Officer                                                                                                                                                                                    | Cabinet Member | Scrutiny Focus                                                                                                                                       |
|-----------------------------------------------|--------------------------------------------------------------------------------------------------------------------------------------------------------------------|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|----------------|------------------------------------------------------------------------------------------------------------------------------------------------------|
| 5 <sup>th</sup> July 2021                     | <ul style="list-style-type: none"> <li>• <b>Draft Overview &amp; Scrutiny Work 2021/2022</b></li> <br/> <li>• <b>Cabinet Work Programme 2021/2022</b></li> </ul>   | <ul style="list-style-type: none"> <li>• Service Director Democratic Services &amp; Communications</li> <br/> <li>• Service Director Democratic Services &amp; Communications</li> </ul>   |                | <p><b>Scrutiny &amp; Challenge –</b><br/>For O&amp;S to agree its own work programme and Cabinet Work Programme for the 2021/2022 Municipal Year</p> |
|                                               | <ul style="list-style-type: none"> <li>• <b>Proposals to improve safety of coal tips in Wales- To receive the Law Commission of England &amp; Wales</b></li> </ul> | <ul style="list-style-type: none"> <li>• Law Commission</li> <br/> <li>• Service Director Democratic Services &amp; Communications</li> <br/> <li>• Director Frontline Services</li> </ul> |                | <p><b>Scrutiny &amp; Challenge –</b><br/>To contribute to the consultation on a proposed new coal tip safety regime in Wales</p>                     |
| 16 <sup>th</sup> July 2pm (Special Committee) | <ul style="list-style-type: none"> <li>• <b>Band B Mutual Investment Module</b> - To receive the on costs and programme</li> </ul>                                 | <ul style="list-style-type: none"> <li>• Service Director Democratic Services &amp; Communications</li> <br/> <li>• Director, Education &amp; Inclusion Services</li> </ul>                |                | <p><b>Scrutiny &amp; Challenge –</b> To undertake pre-scrutiny of the Band B Mutual Investment</p>                                                   |
|                                               | <ul style="list-style-type: none"> <li>• <b>Opportunity to formally respond to the consultation to improve safety of coal tips in Wales.</b></li> </ul>            | <ul style="list-style-type: none"> <li>• Service Director Democratic Services &amp; Communications</li> </ul>                                                                              |                | <p><b>Scrutiny &amp; Challenge –</b><br/>To formulate a response to the consultation on a proposed new coal tip safety regime in Wales</p>           |

|                                            |                                                                                                                                          |                                                                                                                                                              |  |                                                                                                                                                                                                                                                                                     |
|--------------------------------------------|------------------------------------------------------------------------------------------------------------------------------------------|--------------------------------------------------------------------------------------------------------------------------------------------------------------|--|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
|                                            |                                                                                                                                          | <ul style="list-style-type: none"> <li>• Service Director Highways &amp; Engineering</li> </ul>                                                              |  |                                                                                                                                                                                                                                                                                     |
|                                            | <ul style="list-style-type: none"> <li>• Corporate Joint Committees - Consultation on Draft General Regulations</li> </ul>               | <ul style="list-style-type: none"> <li>• Service Director Democratic Services &amp; Communications</li> </ul>                                                |  | <p><b>Scrutiny &amp; Challenge –</b><br/>To respond to the WG consultation on the Draft General Regulations</p>                                                                                                                                                                     |
| 21 <sup>st</sup> September 2021            | <ul style="list-style-type: none"> <li>• Section 19 Statutory Flood Reports</li> </ul>                                                   | <ul style="list-style-type: none"> <li>• Service Director Democratic Services &amp; Communications</li> <li>• Service Director Frontline Services</li> </ul> |  | <p><b>Scrutiny &amp; Challenge-</b> To scrutinise the Section 19 statutory reports on conclusion of the ongoing investigations that the Council is undertaking into the February Floods as the Lead Local Flood Authority (LLFA) under the Flood and Water Management Act 2010.</p> |
|                                            | <ul style="list-style-type: none"> <li>• Corporate Joint Committees - Draft Statutory guidance for the establishment of CJC's</li> </ul> | <ul style="list-style-type: none"> <li>• Service Director Democratic Services &amp; Communications</li> </ul>                                                |  | <p><b>Scrutiny &amp; Challenge –</b><br/>To respond to the WG consultation on the Draft Statutory guidance for the establishment of CJC's</p>                                                                                                                                       |
|                                            | <ul style="list-style-type: none"> <li>• Response from the Minister for Climate Change</li> </ul>                                        | <ul style="list-style-type: none"> <li>• Service Director Democratic Services &amp; Communications</li> </ul>                                                |  | <p>To receive the response from the Minister for Climate Change in respect of Scrutiny's queries</p>                                                                                                                                                                                |
| 12 <sup>th</sup> October (Special Meeting) | <ul style="list-style-type: none"> <li>• Local Democracy and Boundary Commission for Wales</li> </ul>                                    | <ul style="list-style-type: none"> <li>• Service Director Democratic Services &amp; Communications</li> </ul>                                                |  | <p><b>Scrutiny &amp; Challenge –</b> To consider the initial proposals of the Boundary Commission for Wales</p>                                                                                                                                                                     |

|                                      |                                                                                                                                                                              |                                                                                                                                                                                                                              |  |                                                                                                                                                                                                                                                                        |
|--------------------------------------|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|--|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
|                                      |                                                                                                                                                                              | <ul style="list-style-type: none"> <li>• Director of Legal Services</li> </ul>                                                                                                                                               |  | following referral from Council on the 29 <sup>th</sup> September 2021                                                                                                                                                                                                 |
|                                      | <ul style="list-style-type: none"> <li>• <b>Scrutiny/Cabinet Work Programmes 2021/2022</b></li> </ul>                                                                        | <ul style="list-style-type: none"> <li>• Service Director Democratic Services &amp; Communications</li> </ul>                                                                                                                |  | <b>Scrutiny</b> – To receive the Cabinet Work Programme for the 2021/2022 Municipal Year and identify any opportunities for Pre-Scrutiny                                                                                                                               |
| <b>16<sup>th</sup> November 2021</b> | <b>Crime &amp; Disorder Committee</b>                                                                                                                                        | <ul style="list-style-type: none"> <li>• Service Director Democratic Services &amp; Communications</li> <li>• Director Public Health, Protection &amp; Community Services</li> <li>• Community Safety Partnership</li> </ul> |  | <b>Scrutiny &amp; Challenge</b> – to scrutinise the update report to include matters as requested by the O&S Crime & Disorder Committees & invited partners                                                                                                            |
|                                      | <ul style="list-style-type: none"> <li>• <b>Scrutiny Recommendations</b></li> </ul>                                                                                          | <ul style="list-style-type: none"> <li>• Service Director Democratic Services &amp; Communications</li> </ul>                                                                                                                |  | <b>Scrutiny &amp; Challenge</b> – To receive the recommendations of the Scrutiny Working Group -Rail Development                                                                                                                                                       |
|                                      | <ul style="list-style-type: none"> <li>• <b>Section 19 Statutory Flood Reports</b></li> </ul> <p><b>(To receive update information from the meeting of the 21.09.21)</b></p> | <ul style="list-style-type: none"> <li>• Service Director Democratic Services &amp; Communications</li> <li>• Director Frontline Services</li> </ul>                                                                         |  | <b>Scrutiny &amp; Challenge-</b> To scrutinise the Section 19 statutory reports on conclusion of the ongoing investigations that the Council is undertaking into the February Floods as the Lead Local Flood Authority (LLFA) under the Flood and Water Management Act |

|                               |                                                                                                                                                |                                                                                                                                                                |  |                                                                                                                                                                                                                                                              |
|-------------------------------|------------------------------------------------------------------------------------------------------------------------------------------------|----------------------------------------------------------------------------------------------------------------------------------------------------------------|--|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
|                               |                                                                                                                                                |                                                                                                                                                                |  | 2010.                                                                                                                                                                                                                                                        |
|                               | <ul style="list-style-type: none"> <li>• <b>Electric Vehicles (Charging Strategy &amp; Implementation)</b></li> </ul>                          | <ul style="list-style-type: none"> <li>• Service Director Democratic Services &amp; Communications</li> <li>• Director of Corporate Estates</li> </ul>         |  | <b>Scrutiny &amp; Challenge</b> – To receive an update with regards to the work underway on developing a Council Strategy for Electric Vehicle (EV) Charging and how it relates to the wider RCT Council Net Zero and Carbon Reduction commitments.          |
| 25 <sup>th</sup> January 2022 | <ul style="list-style-type: none"> <li>• <b>Local Government and Elections (Wales) Act</b></li> </ul>                                          | <ul style="list-style-type: none"> <li>• Service Director Democratic Services &amp; Communications</li> </ul>                                                  |  | <b>Scrutiny &amp; Challenge</b> -Scrutiny of the Council's support and implementation of the legislative requirements.                                                                                                                                       |
|                               | <ul style="list-style-type: none"> <li>• <b>Fire Risk Assessments – A review of procedures for Council owned/occupied buildings</b></li> </ul> | <ul style="list-style-type: none"> <li>• Council's Health &amp; Safety Advisor</li> <li>• Service Director Democratic Services &amp; Communications</li> </ul> |  | <b>Scrutiny &amp; Challenge</b> – To receive an annual review of procedures for Council owned/occupied buildings.                                                                                                                                            |
| 15 <sup>th</sup> March 2022   | <ul style="list-style-type: none"> <li>• <b>Draft Annual Overview &amp; Scrutiny Report 2021/2022</b></li> </ul>                               | Service Director Democratic Services & Communications                                                                                                          |  | <b>Scrutiny &amp; Challenge</b> – For the O&S Committee to challenge and comment on the draft Scrutiny Annual Report 2020/2021 <ul style="list-style-type: none"> <li>• Does the Scrutiny Annual Report illustrate clear outcomes and objectives?</li> </ul> |

|  |  |  |  |                                                                                                                                                                                                                        |
|--|--|--|--|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
|  |  |  |  | <ul style="list-style-type: none"> <li>• Has it demonstrated clear evidence and impact of scrutiny outcomes?</li> <li>• Do Members agree it is an accurate reflection of the Scrutiny activity for 2021/22?</li> </ul> |
|  |  |  |  |                                                                                                                                                                                                                        |

**O&S- Ongoing Matters for Future Review:-**

The Council's Response to Covid-19

Modernisation of Residential Care and Day Care for Older People

Update on the RCT Scrutiny Review –'Fit for the Future'

Councils Corporate Feedback Scheme (CFS)

Scrutiny Feedback

Cardiff Capital Region – City Deal

Brexit – Updates when appropriate

Feedback to relevant consultations

The Welsh Index of Multiple Deprivation

**Working Groups**

The development of future transport infrastructure in response to the South Wales Metro

Local Development Plan (LDP) - Review of the Local Development Plan for RCT

