

## **SCRUTINY WORK PROGRAMME**

### **OVERVIEW & SCRUTINY**

#### ***'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
4 <sup>th</sup> July 2022	<ul style="list-style-type: none"> <li>• <b>Draft Overview &amp; Scrutiny Work 2022/2023</b></li>   <li>• <b>Overview and Scrutiny Committees New Terms of Reference</b></li> </ul>	<ul style="list-style-type: none"> <li>• Service Director Democratic Services &amp; Communications</li>   <li>• Service Director Democratic Services &amp; Communications</li> </ul>		<p><b>Scrutiny &amp; Challenge –</b> For O&amp;S to agree its own work programme and Cabinet Work Programme for the 2021/2022 Municipal Year</p> <p>For Overview and Scrutiny Committee to set and agree the Terms of Reference for the following:</p> <ul style="list-style-type: none"> <li>• Overview and Scrutiny Committee</li> <li>• Education and Inclusion Scrutiny</li> <li>• Community Services Scrutiny Committee</li> <li>• Climate Change, Frontline Services and Prosperity Scrutiny Committee</li> </ul>
20 <sup>th</sup> July 2022	<p><b>Overview and Scrutiny Finance Sub Committee</b></p> <p>Council's Performance &amp; Resources Report</p>	<ul style="list-style-type: none"> <li>• Director Finance and Digital Services</li> </ul>		<p>To provide Overview and Scrutiny with an overview of the Council's performance, both from a financial and operational perspective</p>
14 <sup>th</sup> September 2022	<p><b>Office Accommodation Pre-Scrutiny</b> (Cabinet 26<sup>th</sup> September)</p>	<p>Chief Executive</p>		<p><b>To pre-scrutinise the draft Office Accommodation Strategy</b></p>

	<p><b>Council Corporate Plan - Investment Priorities</b></p> <p><i>Pre-Scrutiny (Cabinet 26<sup>th</sup> September)</i></p> <p><b>Councils Corporate Performance Report</b></p> <p><i>(Pre-Scrutiny (Cabinet 12<sup>th</sup> October)</i></p> <p><b>Budget Consultation Report</b></p> <p><i>(Pre-Scrutiny (Cabinet 12<sup>th</sup> October)</i></p>	<p>Director of Finance and Digital Services</p> <p>Director of Finance and Digital Services</p> <p>Service Director Democratic Services &amp; Communications</p>		
<b>12<sup>th</sup> October 2022</b>				
<b>16<sup>th</sup> November 2022</b>	<p><b>Council's Performance &amp; Resources Report</b></p> <p><i>Pre Scrutiny (Cabinet 21<sup>st</sup> November)</i></p> <p><b>Eisteddfod Update</b></p> <p><i>Pre-Scrutiny (Cabinet 12<sup>th</sup> December)</i></p>	<p>Director Finance and Digital Services</p> <p>Director Public Health and Protection and Community Services</p>		

<p><b>14<sup>th</sup> December 2022</b></p>	<p><b>Digital Strategy - Pre-Scrutiny (Cabinet 23<sup>rd</sup> January)</b></p> <p><b>Corporate Asset Management Plan Interim Update - Pre-Scrutiny (Cabinet 23<sup>rd</sup> January)</b></p>	<p>Director Finance and Digital Services</p> <p>Director of Corporate Estates</p>		
<p><b>25<sup>th</sup> January 2023</b></p>	<p><b>Annual Equalities Report 2022/23</b></p>	<p>Director of Human Resources</p> <p>Service Director Democratic Services &amp; Communications</p>		
<p><b>1<sup>st</sup> March 2023</b></p>	<p><b>Annual Equalities Report Pre-Scrutiny (Cabinet 27<sup>th</sup> March 2022)</b></p> <p><b>Coal Tips Pre-Scrutiny (Cabinet 27<sup>th</sup> March 2022)</b></p> <p><b>Councils Performance and Resources Report Pre-Scrutiny (Cabinet 27<sup>th</sup> March 2022)</b></p>	<p>Director of Human Resources</p> <p>Director of Frontline Services</p> <p>Director Finance and Digital Services</p>		

