



Overview and Scrutiny Committee

Title	Overview and Scrutiny Work Programmes for 2024-25
Date of meeting	4 June 2024
Report of	Overview and Scrutiny Manager
Wards	All
Status	Public
Urgent	No
Appendices	<p>Appendix A – Overview and Scrutiny Work Programme 2024-25</p> <p>Appendix B – Adults and Health Overview and Scrutiny Sub-Committee Work Programme 2024-25</p> <p>Appendix C – Children and Education Overview and Scrutiny Sub-Committee Work Programme 2024-25</p> <p>Appendix D – Task and Finish Group Review Topics for 2024-25</p> <p>Appendix E – Overview and Scrutiny Topic Suggestions for 2024-25</p> <p>Appendix F – Overview and Scrutiny Topic Assessment Criteria</p>
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Summary

The report sets out the draft Work Programmes for the Overview and Scrutiny Committee and Sub-Committees for 2024-25.

The Work Programmes will be considered at every meeting of the Committee and Sub-Committees and, if required, amended to respond to issues of concern or to request new pre-decision scrutiny for items ahead of consideration by Cabinet or Council.

Recommendations

- That the Overview and Scrutiny Committee agrees the proposed Work Programmes for the Overview and Scrutiny Committee, Adults and Health Overview and Scrutiny Sub-Committee, and Children and Education Overview and Scrutiny Sub-Committee for 2024-25.**

2. That the Overview and Scrutiny Committee agrees the proposed Task and Finish Group review topics for 2024-25.
3. That the Overview and Scrutiny Committee agrees to report the Work Programmes and Task and Finish Group review topics for 2024-25 to the Council meeting on 9 July 2024.

1. Reasons for the Recommendations

- 1.1 This report sets out the process for developing the Overview and Scrutiny Work Programmes for 2024-25, including the proposals for Task and Finish Group reviews.
- 1.2 The Council's Constitution (Committee Procedure Rules, Article 35) states: The Overview and Scrutiny Committee will consider its outline Work Programme, and that of the Overview and Scrutiny Sub-Committees, at its first meeting following the Annual Meeting of Council...and report the agreed outline Work Programme to the first available ordinary meeting of the Council.
- 1.3 The Work Programme includes suggestions and input from Councillors, officers, members of the public, community groups, and the voluntary sector:
A strong and effective Work Programme underpins the work and approach of Scrutiny. But work to develop and refine the Work Programme requires support. The input of executive members, senior officers, and external partners will all assist scrutiny members to effectively fulfil their role as critical friends constructively challenging decision makers. [Centre for Governance and Scrutiny, 2022]
- 1.4 The Work Programme should reflect the Council's priorities and should be focused on issues where Overview and Scrutiny can add real value. Good practice guidelines for setting Overview and Scrutiny Work Programmes state that, if scrutiny is to be effective in driving service improvement and making a real difference to outcomes for local people, its Work Programme must be:
 - Informed by the priorities and concerns of local people;
 - Led by Overview and Scrutiny Members;
 - Manageable and realistic;
 - Integrated effectively with corporate budget-making and strategic planning and policy setting processes and add value in contributing to the achievement of the Council's corporate objectives; and
 - Reflect a proactive approach to driving service improvement, rather than being simply reactive in response to decisions of the Executive.
- 1.5 The attached Work Programmes reflect the approach set out above.
- 1.6 The Overview and Scrutiny Committee is asked to consider the proposed Work Programmes and Task and Finish Group review topics for 2024-25 and to make any amendments as required. It is highlighted that the Work Programmes should leave some flexibility to allow for requests for scrutiny which may arise during the year. If there is a need to prioritise suggestions for the Work Programmes or Task and Finish Group review topics for 2024-25, the Committee is asked to consult the assessment criteria set out in Appendix F.

<p>2. Alternative Options Considered and Not Recommended</p>
<p>2.1 The Committee could decide not to agree Work Programmes for 2024-25. However, this is not recommended as it would lead to more reactive reviews and would limit the value and influence of the Overview and Scrutiny function.</p>
<p>3. Post Decision Implementation</p>
<p>3.1 Once agreed, the Overview and Scrutiny Work Programmes and Task and Finish Group review topics for 2024-2025 will be presented to the Council meeting on 9 July 2024.</p>
<p>4. Corporate Priorities, Performance and Other Considerations</p>
<p>Corporate Plan</p> <p>4.1 This report is aligned with the key priorities in the corporate plan which is built on the pillars of ‘caring for people, our places, and the planet’ and underpinned by a foundation of being Engaged and Effective. The work of Overview and Scrutiny will support the Council in becoming a ‘listening council’, collaborating and building a continuous dialogue with residents and communities. In doing so, residents are involved in decision-making and Overview and Scrutiny acts to amplify the voice of the public on issues of concern.</p> <p>Corporate Performance / Outcome Measures</p> <p>4.2 This item measures how ‘We act on concerns of local residents and involve them in decision making’.</p> <p>Sustainability</p> <p>4.3 None in the context of this report.</p> <p>Corporate Parenting</p> <p>4.4 In line with Children and Social Work Act 2017, the Council has a duty to consider Corporate Parenting Principles in decision-making across the Council. This duty will be considered when including items to the Work Programme. This is especially relevant for the Work Programme for the Children and Education Overview and Scrutiny Sub-Committee.</p> <p>Risk Management</p> <p>4.5 None in the context of this report.</p> <p>Insight</p> <p>4.6 Insight data and evidence will be used to support items on the Work Programmes and Task and Finish Group review topics.</p> <p>Social Value</p> <p>4.7 None in the context of this report.</p>
<p>5. Resource Implications (Finance and Value for Money, Procurement, Staffing, IT and Property)</p>
<p>5.1 The Overview and Scrutiny Work Programmes are developed as part of the ordinary business of the Overview and Scrutiny function; this is supported by the Overview and Scrutiny Team and will be delivered within the existing Governance Service budget.</p>

6. Legal Implications and Constitution References

6.1 The terms of reference of the Overview and Scrutiny Committees and Sub-Committees are set out in Part 2B and 2C of the Constitution. Procedure rules relating to Overview and Scrutiny are set out in Part 3C of the Constitution. Further rules relating to Overview and Scrutiny are set out in Part 3D (Budget and Policy Procedure Rules) and Part 3E (Access to Information Procedure Rules).

The Council's Constitution Part 2B – Terms of Reference and Delegation of Duties to Committees and Sub-Committees of the Council, 10.1.1, states that: the Committee will oversee an agreed Work Programme that can help secure service improvement through in-depth investigation of performance issues and the development of an effective strategy/policy framework for the council and partners.

6.2 The Council's Constitution Part 3C - Committee Procedure Rules, 35.1-3 states that: the Overview and Scrutiny Committee will consider its outline Work Programme, and that of the Overview and Scrutiny Sub-Committees, at its first meeting following the Annual Meeting of Council.

In setting the outline Work Programme, account will be taken of the need to scrutinise forthcoming policy, for example, the budget and other major policies or strategies in development, whilst leaving flexibility to allow additional items to be added to the agendas for Committees and Sub-Committees and to commission Task and Finish Group reviews during the year in response to new requests for scrutiny.

The Overview and Scrutiny Committee will report the agreed outline Work Programme to the first available ordinary meeting of the Council.

6.3 This report complies with the requirements of the Constitution.

7. Consultation

7.1 Consultation and engagement of Councillors, officers, members of the public, community groups, and the voluntary sector was undertaken to provide input into the Work Programmes and will be ongoing as the Work Programmes are implemented.

7.2 The Overview and Scrutiny Team has engaged with Councillors, through the political assistants, and has engaged with officers.

7.3 The team also undertook a public consultation exercise asking local residents and groups to suggest topics for consideration. As a result of the public consultation, approximately 50 responses were received and it has been sought to include these topics in the proposed Work Programmes and Task and Finish Group review topics for 2024-25 where possible.

7.4 The suggestions received for the Work Programmes and Task and Finish Group review topics for 2024-25 are listed in Appendix E, alongside a brief assessment of the subject matter and the suggested approach.

8. Equalities and Diversity

8.1 Pursuant to the Equality Act 2010, the Council and all other organisations exercising public functions on its behalf must have due regard to the need to eliminate discrimination, harassment, victimisation and any other conduct that is prohibited by or under the Act; advance equality of opportunity between those with a protected characteristic and those without; promote good relations between those with a protected characteristic and those without. The relevant protected characteristics are age, disability, gender reassignment, pregnancy and

maternity, race, religion or belief, sex, sexual orientation. It also covers marriage and civil partnership with regard to eliminating discrimination. The work of Overview and Scrutiny will be transparent and accessible to all sectors of the community.

9. Background Papers

9.1 None.