

Work programme – Overview and Scrutiny Management Board UPDATED: 3 November 2021

Meeting Date	Agenda Item	Purpose/ Outcomes	Recommendations
16 June	Year Ahead Plan	Pre-decision scrutiny in advance of Cabinet meeting on 21 June.	<ol style="list-style-type: none"> 1. That Cabinet be advised that the recommendations be supported. 2. That Overview and Scrutiny Management Board members are consulted and involved in the development of both the format and the contents of the new medium-term Council Plan. 3. That Overview and Scrutiny Management Board members receive regular updates, at a frequency and in a format to be determined, on performance against the objectives contained in the new medium-term Council Plan.
	Equality Annual Report	Pre-decision scrutiny in advance of Cabinet meeting on 21 June.	<ol style="list-style-type: none"> 1. That Cabinet be advised that the recommendations be supported. 2. That Overview and Scrutiny Management Board members are provided with the training and information to enable them to provide effective scrutiny and oversight of the equalities agenda at the Council in order to ensure the best equalities outcomes are obtained for both residents and Council employees.
	Finance Update	Pre-decision scrutiny in advance of Cabinet meeting on 21 June.	<ol style="list-style-type: none"> 1. That Cabinet be advised that the recommendations be supported. 2. That a further report be brought to the October 2021 meeting of the Overview and Scrutiny Management Board regarding the allocation of Covid related business support grants.

	Town Centre Master plan Implementation	Pre-decision scrutiny in advance of Cabinet meeting on 21 June.	<ol style="list-style-type: none">1. That Cabinet be advised that the recommendations be supported.2. That Overview and Scrutiny Management Board members are further consulted on the number, location and design of the public seating areas contained in the Town Centre Masterplan.3. That in addition to protecting established trees and replacing any unhealthy or dying trees, that consideration be given to increasing the overall number of trees in the Town Centre.
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14 July	Financial Outturn 2020/21	Pre-decision scrutiny in advance of Cabinet meeting on 19 July.	1. That Cabinet be advised that the recommendations be supported.
	May 2021/22 Financial Monitoring	Pre-decision scrutiny in advance of Cabinet meeting on 19 July.	<ol style="list-style-type: none"> 1. That Cabinet be advised that the recommendations be supported. 2. That a report be presented at a future meeting of the Overview and Scrutiny Management Board that details how the changes that have been made to how the Council operates and provides services as a result of the pandemic have informed budget management procedures, and whether these changes to how the Council operates have highlighted any new opportunities where future budget savings could potentially be made. 3. That further information on the budget processes and on the assumptions used to determine staffing budgets across all directorates be circulated to members of the Overview and Scrutiny Management Board.
	Local Plan: Adoption of Heritage at Risk Strategy and Register	Pre-decision scrutiny in advance of Cabinet meeting on 19 July.	1. That Cabinet be advised that the recommendations be supported.

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28 July	Grange Landfill	Resolved on 18 March that a further report on the latest situation surrounding the Grange Landfill be presented to the Overview and Scrutiny Management Board in three months' time.	<ol style="list-style-type: none"> 1. That the report be noted. 2. That a further report on the current situation regarding the Grange Landfill site be brought to the January 2022 meeting of the Overview and Scrutiny Management Board, or sooner if there are any significant changes regarding the issues relating to the sites operation. 3. That the Assistant Director, Community Safety and Streetscene liaises with the Leader of the Council, the Opposition Group Leaders and the Chief Executive on the potential to write a further letter to the Secretary of State for Housing, Communities and Local Government requesting that they use their discretionary powers to either revoke the planning permission granted in 1958 for the Grange Landfill Site or to make a discontinuance order.
	Adult Care - restructure and pathway development	Resolved December 2020 to request an update in 6 months.	<ol style="list-style-type: none"> 1. That the report be noted. 2. That the Chair and Vice-Chair of the Overview and Scrutiny Management Board liaise with the Strategic Director – Adult Care, Housing and Public Health and the Assistant Director - Adult Social Care and Integration on the focus of a future report to the Overview and Scrutiny Management Board on how the Adult Social Care service goes over and above statutory levels of service provision.

Meeting Date	Agenda Item	Purpose/ Outcomes	Recommendations
15 September	Year Ahead Plan – Progress Report	Pre-decision scrutiny in advance of Cabinet meeting on 20 September.	That Cabinet be advised that the recommendations be supported.
	July Financial Monitoring 2021/22	Pre-decision scrutiny in advance of Cabinet meeting on 20 September.	<ol style="list-style-type: none"> 1. That Cabinet be advised that the recommendations be supported. 2. That a report be circulated to members of the Overview and Scrutiny Management Board in order to provide members with information and assurance on the specific activities that are being carried out with, and by directorates in order to ensure the timely delivery of previously agreed budgetary savings.
	Community Infrastructure Levy Spending Protocol	Pre-decision scrutiny in advance of Cabinet meeting on 20 September.	<ol style="list-style-type: none"> 1. That Cabinet be advised that the recommendations be supported. 2. That further consideration be given to how all elected members can be consulted and engaged with regarding the allocation and prioritisation of Strategic Community Infrastructure Levy funds. 3. That an all-member seminar be delivered in order to provide members with information on the Community Infrastructure Levy, Section 106 agreements and on the new processes and protocols for the spending of both Strategic and Local Community Infrastructure Levy funds in their wards.

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13 October	TBC	MEETING CANCELLED	

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3 November 2021	Safer Rotherham Partnership Annual Report.	Annual item for the Board to receive the Safer Rotherham Annual Report in its role as the Council's Statutory Crime and Disorder Committee, as defined by the Crime and Disorder (Overview and Scrutiny) Regulations 2009.	<ol style="list-style-type: none"> 1. That the Safer Rotherham Partnership Annual Report 2020/21 be received and noted. 2. That members of the Overview and Scrutiny Management Board receive a briefing on the specific data in relation to the information regarding the priority areas for the Safer Rotherham Partnership in order gain further assurance around the activities being carried across the Safer Rotherham Partnership. 3. That the issues of Domestic Abuse and Modern Slavery be added to the Board's Work Programme.
	Covid Business Support Grants	Resolved 16 June that a further report be brought to the October 2021 meeting of the Overview and Scrutiny Management Board regarding the allocation of Covid related business support grants.	<ol style="list-style-type: none"> 1. That the report be noted. 2. That the Strategic Director – Finance and Customer Services, the Assistant Director - Financial Services, the Head of Corporate Finance and all staff who have been involved in the administration of business support grants be thanked and commended for their work in supporting businesses across the Borough during the pandemic.

Meeting Date	Agenda Item	Purpose/ Outcomes	Recommendations
17 November	TBC	Pre-decision scrutiny in advance of Cabinet meeting on 22 November.	
	Annual Complaints Report	Annual item	

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15 December	TBC	Pre-decision scrutiny in advance of Cabinet meeting 20 December.	
	Progress Report on the recommendations made by the Overview and Scrutiny Management Board on the use of agency staff	Resolved December 2020 to request an update in 12 months.	
	Adult Care Service Provision	Resolved 28 July: That the Chair and Vice-Chair of the Overview and Scrutiny Management Board liaise with the Strategic Director – Adult Care, Housing and Public Health and the Assistant Director - Adult Social Care and Integration on the focus of a future report to the Overview and Scrutiny Management Board on how the Adult Social Care service goes over and above statutory levels of service provision.	

Meeting Date	Agenda Item	Purpose/ Outcomes	Recommendations
19 January	TBC	Pre-decision scrutiny in advance of Cabinet meeting 13 December.	
	Grange Landfill	Resolved on 28 July: That a further report on the current situation regarding the Grange Landfill site be brought to the January 2022 meeting of the Overview and Scrutiny Management Board, or sooner if there are any significant changes regarding the issues relating to the sites operation.	

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9 February	Budget Consultation	Annual item.	
	TBC	Pre-decision scrutiny in advance of Cabinet meeting 14 February.	

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23 February	Digital Strategy	Resolved February 2020 to bring an update in 12 months.	

Meeting Date	Agenda Item	Purpose/ Outcomes	Recommendations
23 March	TBC	Pre-decision scrutiny in advance of Cabinet meeting 28 March.	

Meeting Date	Agenda Item	Purpose/ Outcomes	Recommendations
6 April	TBC	Pre-decision scrutiny in advance of Cabinet meeting 25 April.	

Meeting Date	Agenda Item	Purpose/ Outcomes	Recommendations
11 May	TBC	Pre-decision scrutiny in advance of Cabinet meeting 16 May.	

Items pending schedule or removal

Item	Details	Status	Officer
Hate Crime Strategy	Further update on steps taken to address hate crime and agreed to be involved in any pre-scrutiny work on the Hate Crime Strategy and its development.	Timescale TBC as work paused due to Covid-19.	Assistant Director, Community Safety and Street Scene/ Head of Community Safety, Resilience and Emergency Planning
New HR and Payroll System	Report on the new HR and Payroll System once implemented in phases from June 2019 which will rationalise information on the staffing establishment as at present data is held in HR and Finance.	To be subject to a one-off sub-group review. Assistant Director of Human Resources and Organisational Development contacted re request.	Assistant Director of Human Resources and Organisational Development
Forge Island	To monitor exception reporting.	To be scheduled.	Strategic Director Regeneration and Environment
CYPS - High Needs Block Update and Recovery Plan	<p>Scrutiny acknowledged that it was early days in the recovery plan process with steps outlined to reduce the deficit. Overall position.</p> <p>OSMB had other updates on this particular issue and other services within CYPS, but Chair confirmed continuation at work planning meeting on 27 May 2020.</p>	June 2021 – Strategic Director Children’s and Young Peoples Services/Assistant Director – Education/Chair and Vice-Chair to meet to discuss focus of the report.	Strategic Director Children’s and Young Peoples Services
Response to Covid-19 pandemic and plans for post-pandemic recovery	Ongoing monitoring and reporting.	Overarching item	Chief Executive and Strategic Directors
Rothercard		To be scheduled	

Finance/Budget Setting	Resolved at the 14 July meeting: That a report be presented at a future meeting of the Overview and Scrutiny Management Board that details how the changes that have been made to how the Council operates and provides services as a result of the pandemic have informed budget management procedures, and whether these changes to how the Council operates have highlighted any new opportunities where future budget savings could potentially be made.	To be scheduled	
Domestic Abuse	Resolved at the 3 November meeting to add to Work Programme.	To be scheduled	
Modern Slavery	Resolved at the 3 November meeting to add to Work Programme.	To be scheduled	

Standing items to be scheduled

Item	Details	Status	Officer
Council Plan Performance Indicators	Regular monitoring	To be scheduled quarterly as agreed at 16 December 2020 meeting.	Head of Performance, Intelligence and Improvement
Equalities Report	Standing bi-monthly item	To be scheduled bi-monthly as required	Head of Performance, Intelligence and Improvement

Items to be scheduled during 2021/22

Item	Details	Status	Officer
Children's Commissioner Take Over	Annual Item	Topic to be determined and meeting	Governance Advisor

Challenge		scheduled for 2021.	
REACH Action Plan/Provider Services	Request received from Strategic Director Adult Care for consideration from OSMB	To be considered for scheduling	Strategic Director Adult Care