

Public Report  
Overview and Scrutiny Management Board

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**Committee Name and Date of Committee Meeting**

Overview and Scrutiny Management Board – 13 December 2023

**Report Title**

Update on the 2023-24 scrutiny work programme and implementation of scrutiny review recommendations (May 2022 – present day).

**Is this a Key Decision and has it been included on the Forward Plan?**

No

**Strategic Director Approving Submission of the Report**

Jo Brown, Assistant Chief Executive

**Report Author(s)**

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**Ward(s) Affected**

Borough-Wide

**Report Summary**

This report provides Overview and Scrutiny Management Board (OSMB) with an update on the scrutiny work programme and the progress of implementing the agreed recommendations from scrutiny reviews, from May 2022 to the present day.

**Recommendations**

That OSMB

1. Note the report.
2. Review the work programmes (as detailed in Appendix 1) and determine if any further action or reprioritisation is required.
3. Note the progress made in implementing the recommendations from scrutiny reviews (as detailed in Appendix 2) and determine if any further action is required.

**List of Appendices Included**

Appendix 1 Scrutiny work programmes – December 2023  
Appendix 2 Scrutiny review recommendations - update

**Background Papers**

None

**Consideration by any other Council Committee, Scrutiny or Advisory Panel**  
Not applicable

**Council Approval Required**

No

**Exempt from the Press and Public**  
No

## **Update on the 2023-24 scrutiny work programme and implementation of scrutiny review recommendations (May 2022 – present day).**

### **1. Background**

- 1.1 This is an update on the 2023-24 work programme and progress of implementing the recommendations arising from scrutiny reviews (from May 2022 to present day).
- 1.2 At the mid-point of the municipal year, Members are asked to review the work programme activity to determine if further action or reprioritisation is required.

### **2. Key Issues**

#### **Scrutiny Work Programme**

- 2.1 The 2023/24 work programmes for each of the Select Commissions and Overview and Scrutiny Management Board were agreed at the June/July cycle of meetings. The work programmes are attached as Appendix 1.
- 2.2 The work programmes were informed by discussions with Chairs/Vice-Chairs, Cabinet Members, Link Officers and existing commitments inherited from the 2022/23 programme. It also included for the first time, reference to issues raised at the scrutiny strategy day held on April 26, 2023.
- 2.3 At its meeting of 5 July 2023, OSMB endorsed suggested criteria to prioritise scrutiny work programming and reviews. In summary, this included:
  - That key issues/concerns underpinning scrutiny enquiries should be explicit.
  - That the outcomes that are wanted from the scrutiny activity should be identified and agreed upon.
  - That the principles for longlisting and shortlisting its work should be applied when considering items for scrutiny (e.g will the activity add value or influence; is it a Council or community priority or interest?)
- 2.4 Individual work programmes, along with the endorsed prioritisation criteria, are submitted to each Commission or Board meeting for comment and amendment. The work programmes remain dynamic and responsive to items which may arise (for example referral of petitions or actions arising from Council Motions).
- 2.5 19 scrutiny meetings have been held since the start of the municipal year in May 2023. Each of the scrutiny meetings have been delivered successfully, with over 50 separate items considered across the Commissions and Board, with additional fact-finding meetings, reviews and workshops also taking place. Recommendations arising from these varied activities have been communicated to Cabinet Members, Senior Leaders and partners as appropriate.
- 2.6 Reviews and project work are detailed in each of the Commissions and Board work programmes. It should be noted that due to diary commitments,

resource capacity and other priorities being identified, it has not been possible to complete work on all projects/reviews within the projected timescales.

- 2.7 Members are asked to review programmed activity at this mid-point and prioritise work over the remaining municipal year as required. It should be noted that the all-out elections are to be held in May 2024, and to avoid 'legacy' reviews/issues being referred to new committees, scrutiny work should ideally conclude in advance of the pre-election period being called.

### **Scrutiny Review Tracker**

- 2.8 It was previously agreed by Scrutiny Chairs and Vice-Chairs that Annual Reports to Council would be organised by Council Plan themes, in part to reflect a joined-up approach to scrutiny work programming.

- 2.9 In order to monitor the progress of the implementation of accepted review recommendations, a review tracker has been developed to capture the following information:

- Details of key information and dates (with hyperlinks to documents if hosted on the Council's website),
- What prompted the review (member request, call for action etc),
- Evidence of progress,
- Accountable directorate and/or external body
- Link to Council Plan theme.

The tracker is attached as Appendix 2.

- 2.10 The tracker has updates on the status of reviews and specific recommendations completed. It is suggested that for completed reviews, an annual update is requested on the impacts of the recommendations as implemented, in order that the long-term impact of the reviews can be captured. The tracker is reported on a quarterly basis to the Strategic Leadership Team, in order that progress is maintained on the implementation of agreed actions and any barriers can be overcome at an early stage.

- 2.11 It should be noted that of the reviews reported to Council, the majority of recommendations are substantially complete or ongoing. All scrutiny recommendations considered by Cabinet have been accepted.

- **Post Abuse Support** - Status Complete (6 recommendations complete and 2 ongoing).
- **External Funding** – Status Complete (4 recommendations complete).
- **Community Hub** – Status Complete (3 recommendations complete).
- **Young Carers** – Status In Progress (1 recommendation complete; 1 ongoing and 1 in progress).
- **Climate Change** – Status Complete – (5 recommendations complete).
- **Market engagement and recovery** – Status ongoing (8 recommendations ongoing).

- **Cultural Strategy** – Status Complete (3 recommendations complete; 1 ongoing).
- **COVID-19 Care Home Safety** – Status Complete (4 recommendations complete).
- **Access to primary care** – awaiting response.
- **Modern Slavery** – Status in progress.
- **Impact of Selective Licensing** - Status in progress.

The implementation of the recommendations of scrutiny reviews not yet reported to Council, will be monitored and reported in due course.

2.12 Members are asked to review progress made in implementing the recommendations from scrutiny reviews (as detailed in Appendix 2) and determine if any further action is required.

### **3. Options considered and recommended proposal**

#### **3.1 Option 1 (recommended)**

1. Review the work programmes (as detailed in Appendix 1) and determine if any further action or reprioritisation is required.
2. Note the progress made in implementing the recommendations from scrutiny reviews (as detailed in Appendix 2) and determine if any further action is required.

#### **3.2 Option 2 (not recommended)**

Continue with the work programmes as detailed, with the risk that work will not be completed before the close of the municipal year.

### **4. Consultation on proposal**

4.1 The Chair of Overview and Scrutiny Management Board has been consulted on this report. If approved, further engagement with Scrutiny Chairs and Vice-Chairs will be undertaken to prioritise the programme.

4.2 The work programmes are submitted to each scrutiny meeting for comment and amendment. It is suggested that following engagement with Chairs and Vice-Chairs, the work programmes are circulated to Members.

### **5. Timetable and Accountability for Implementing this Decision**

5.1 The work programmes can be amended and revisions communicated to committee membership, Link Officers and Partners.

### **6. Financial and Procurement Advice and Implications**

6.1 There are no financial or procurement implications directly arising from this report.

## **7. Legal Advice and Implications**

7.1 There are no legal implications directly arising from this report.

## **8. Human Resources Advice and Implications**

8.1 There are no human resources implications directly arising from this report.

## **9. Implications for Children and Young People and Vulnerable Adults**

9.1 There are no implications for children or young people or vulnerable adults directly arising from the report.

## **10. Equalities and Human Rights Advice and Implications**

10.1 There are no equalities and human rights implications directly arising from this report.

## **11. Implications for CO<sub>2</sub> Emissions and Climate Change**

11.1 There are no climate or carbon emissions implications directly arising from this report.

## **12. Implications for Partners**

12.1 There are no implications for partner organisations directly arising from this report.

## **13. Risks and Mitigation**

13.1 If the work programmes are not reviewed at this stage, there is a risk that the programmes will not be delivered. Through consultation with Members, Links Officers and Partners, potential mitigations can be identified and actioned.

### **Accountable Officer(s)**

Emma Hill, Head of Democratic Services

Approvals obtained on behalf of:

	<b>Name</b>	<b>Date</b>
Chief Executive		Click here to enter a date.
Strategic Director of Finance & Customer Services (S.151 Officer)	Named officer	Click here to enter a date.
Assistant Director of Legal Services (Monitoring Officer)	Named officer	Click here to enter a date.
Assistant Director of Human Resources (if appropriate)		Click here to enter a date.

Head of Human Resources (if appropriate)		Click here to enter a date.
The Strategic Director with responsibility for this report	Jo Brown, Assistant Chief Executive	04/12/23
Consultation undertaken with the relevant Cabinet Member	Please select the relevant Cabinet Member	Click here to enter a date.

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