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Our Ref: DS

Your Ref:

Date: 11 June 2019

Dear Councillor,

**Overview and Scrutiny Committee**

A Meeting of the **Overview and Scrutiny Committee** will be held in the **Council Chamber**, on **Wednesday, 19 June 2019 at 18:00**. You are requested to attend.

Yours faithfully,



Chief Executive

To: **Conservative Group**

Councillor Hewlett (Chairman), Councillor Brady (Vice-Chairman) and Councillors Atkin, Corbin and Dawson

**Labour Group**

Councillors Bambrick, Gee and Mrs Stuart

## **AGENDA**

### **Open to Public and Press**

- 1** Appointment of Chairman
- 2** Apologies.
- 3** To receive the Open Minutes of the following Meetings:  
  
Overview & Scrutiny Committee 13th February 2019 Open Minutes **4 - 6**  
  
Overview & Scrutiny Committee 27th March 2019 Open Minutes **7 - 8**
- 4** To note any declarations of interest arising from any items on the Agenda
- 5** To receive any questions by members of the public pursuant to Council Procedure Rule No.10.
- 6** To receive any questions by Members of the Council pursuant to Council procedure Rule No. 11.
- 7** REGULATION OF INVESTIGATORY POWERS ACT 2000 (RIPA) – **9 - 10**  
QUARTERLY REPORT ON USAGE
- 8** ANNUAL REPORT OF THE OVERVIEW AND SCRUTINY COMMITTEE 2018-2019 **11 - 20**
- 9** SETTING THE OVERVIEW AND SCRUTINY WORK PROGRAMME 2019-2020 **21 - 26**

### **Exclusion of the Public and Press:**

- 10** The Chairman may therefore move:-  
That in accordance with Section 100 (A)(4) of the Local Government Act 1972 (as amended) the press and public be excluded from the remainder of the Meeting as it is likely, in view of the nature of the business to be transacted or the nature of the proceedings, that there would be disclosed exempt information as defined in the paragraph of Part I of the Schedule 12A of the Act indicated in the header to each report on the Agenda.
- 11** To receive any Exempt questions by Members of the Council

pursuant to Council procedure Rule No. 11.

OVERVIEW AND SCRUTINY COMMITTEE

13<sup>th</sup> February 2019

**PRESENT:-**

**Conservative Group**

Councillor Swann (Chairman), Councillor Mrs Wyatt (Vice-Chairman) and Councillors Murray and Mrs Patten

**Labour Group**

Councillors Bambrick and Mrs Stuart

OS/49 **APOLOGIES**

Apologies were received from Councillors Atkin (Conservative Group) and Dr Pearson (Labour Group).

OS/50 **MINUTES**

The Open Minutes of the Meeting held on 17<sup>th</sup> October 2018 was taken as read, approved as a true record and signed by the Chairman.

OS/51 **DECLARATIONS OF INTEREST ARISING FROM ITEMS ON AGENDA**

The Committee was informed that no declarations had been received.

OS/52 **QUESTIONS RECEIVED BY MEMBERS OF THE PUBLIC PURSUANT TO COUNCIL PROCEDURE RULE NO. 10**

The Committee was informed that no questions from members of the Public had been received.

OS/53 **QUESTIONS RECEIVED BY MEMBERS OF THE COUNCIL PURSUANT TO COUNCIL PROCEDURE RULE NO. 11**

The Committee was informed that no questions from Members of the Council had been received.

OS/54 **RURAL PLAY PROVISION**

The Cultural Services Manager presented the report, detailing the audit included visits to 82 sites. Each site was assessed based on quality and value, with each score detailed within the report. Overall, the quality of the sites were measured to be generally good, though specific sites had recorded issues of poor signage and appearance. Compared to other local authorities, the play

stock is above average and there has been an increase in sites since the initial audit. An action plan will bring together matters requiring improvement and recommendations, such as an electronic data system to improve efficiency. The audit further highlights the value of play areas to the wellbeing of local communities.

The Chairman stressed the importance of a suitable electronic system to accommodate a real time audit to ensure improved accuracy and recording of any identified issue.

Councillor Mrs Patten raised a query regarding the ownership of the play facilities at Scropton as she was concerned the Parish Council would not be able to invest funding to improve the equipment, which was not previously maintained by the Council and the equipment is now in a poor state. The Cultural Services Manager acknowledged ownership of the play equipment does fall to the Parish Council and highlighted part of the action plan following the audit would be to identify key sites where the Council may be able to make improvements.

A discussion ensued regarding what constituted as appropriate signage and it was established a rolling programme would be devised following the audit to ensure signs remain updated and worse areas would be highlighted to be addressed as a matter of priority.

The Cultural Services Manager brought to the Committee's attention questions had been raised regarding separating the scoring for certain play sites as certain sites, such as skate parks, would receive a lower score as such sites are not suitable for under 5s, however were intended for older children.

Councillor Bambrick raised a query as to why littering had been identified as a trip hazard through the risk assessment. The Cultural Services Manager acknowledged certain sites have had significant items dumped, which may pose a hazard.

**RESOLVED:-**

***The Committee noted progress to date on finalising a District-wide play audit and considered the implications for rural play provision.***

OS/55 **COMMITTEE WORK PROGRAMME**

**RESOLVED:-**

***Members considered and approved the updated work programme.***

OS/56 **LOCAL GOVERNMENT ACT 1972 AS AMENDED BY THE LOCAL GOVERNMENT (ACCESS TO INFORMATION) ACT 1985**

**RESOLVED:-**

*That, in accordance with Section 100(A)(4) of the Local Government Act 1972 (as amended), the press and public be excluded from the remainder of the Meeting as it would be likely, in view of the nature of the business to be transacted or the nature of the proceedings, that there would be disclosed exempt information as defined in the paragraphs of Part 1 of the Schedule 12A of the Act indicated in brackets after each item.*

**EXEMPT QUESTIONS FROM MEMBERS OF THE COUNCIL UNDER COUNCIL PROCEDURE RULE NO 11**

*The Committee was informed that no exempt questions from Members of the Council had been received.*

The Meeting terminated at 6.25PM.

COUNCILLOR S SWANN

CHAIRMAN

OVERVIEW AND SCRUTINY COMMITTEE

27<sup>th</sup> March 2019

**PRESENT:-**

**Conservative Group**

Councillor Swann (Chairman), Councillor Mrs Wyatt (Vice-Chairman) and Councillors Atkin, Murray and Mrs Patten

**Labour Group**

Councillors Bambrick and Mrs Stuart

OS/57 **APOLOGIES**

Apologies were received from Councillor Dr Pearson (Labour Group).

OS/58 **MINUTES**

The Open Minutes of the Meeting held on 28th November 2018 and 16th January 2019 were taken as read, approved as a true record and signed by the Chairman.

OS/59 **DECLARATIONS OF INTEREST ARISING FROM ITEMS ON AGENDA**

The Committee was informed that no declarations had been received.

OS/60 **QUESTIONS RECEIVED BY MEMBERS OF THE PUBLIC PURSUANT TO COUNCIL PROCEDURE RULE NO. 10**

The Committee was informed that no questions from members of the Public had been received.

OS/61 **QUESTIONS RECEIVED BY MEMBERS OF THE COUNCIL PURSUANT TO COUNCIL PROCEDURE RULE NO. 11**

The Committee was informed that no questions from Members of the Council had been received.

OS/62 **REGULATION OF INVESTIGATORY POWERS ACT 2000 (RIPA) – QUARTERLY REPORT ON USAGE**

The Legal and Democratic Services Manager outlined the report to Committee, noting that no authorisations had been sought.

**RESOLVED:-**

***The Committee noted the internal report on the Council's use of the Regulation of Investigatory Powers Act 2000.***

OS/63 **ANNUAL REPORT OF THE OVERVIEW AND SCRUTINY COMMITTEE 2018-19**

The Committee considered the draft Annual Report for the municipal year 2018/19. The report outlined how the Committee had discharged its functions over the year and its key areas of review. Members welcomed the report, noting that it reflected the work conducted by the Committee during the year and thanked Officers for their support.

**RESOLVED:-**

***Members gave further consideration to the Committee's Annual Report for 2018/19 and agreed to delegate amendments to the Legal and Democratic Services Manager for the completion of the Annual Report.***

OS/64 **COMMITTEE WORK PROGRAMME**

**RESOLVED:-**

***Members considered and approved the updated work programme.***

OS/65 **LOCAL GOVERNMENT ACT 1972 AS AMENDED BY THE LOCAL GOVERNMENT (ACCESS TO INFORMATION) ACT 1985**

**RESOLVED:-**

***That, in accordance with Section 100(A)(4) of the Local Government Act 1972 (as amended), the press and public be excluded from the remainder of the Meeting as it would be likely, in view of the nature of the business to be transacted or the nature of the proceedings, that there would be disclosed exempt information as defined in the paragraphs of Part 1 of the Schedule 12A of the Act indicated in brackets after each item.***

**EXEMPT QUESTIONS FROM MEMBERS OF THE COUNCIL UNDER COUNCIL PROCEDURE RULE NO 11**

***The Committee was informed that no exempt questions from Members of the Council had been received.***

The Meeting terminated at 6.05pm.

COUNCILLOR S SWANN



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<b>REPORT TO:</b>	<b>OVERVIEW AND SCRUTINY COMMITTEE</b>	<b>AGENDA ITEM: 7</b>
<b>DATE OF MEETING:</b>	<b>19<sup>TH</sup> JUNE 2019</b>	<b>CATEGORY: DELEGATED</b>
<b>REPORT FROM</b>	<b>CHIEF EXECUTIVE</b>	<b>OPEN</b>
<b>MEMBERS' CONTACT POINT:</b>	<b>ARDIP KAUR – 595715 ardip.kaur@southderbyshire.gov.uk</b>	<b>DOC:</b>
<b>SUBJECT:</b>	<b>REGULATION OF INVESTIGATORY POWERS ACT 2000 (RIPA) – QUARTERLY REPORT ON USAGE</b>	<b>REF:</b>
<b>WARD(S) AFFECTED:</b>	<b>All</b>	<b>TERMS OF REFERENCE:</b>

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## **1.0 Recommendations**

- 1.1 To note the internal report on the Council's use of the Regulation of Investigatory Powers Act 2000.

## **2.0 Purpose of Report**

- 2.1 To note the report on the Council's use of the Regulation of Investigatory Powers Act 2000 since 1<sup>st</sup> March 2019.

## **3.0 Detail**

- 3.1 The Committee, on 5<sup>th</sup> September 2018 approved the Council's amended RIPA Policy and Guidance document. The Overview and Scrutiny Committee is authorised to review the Council's use of RIPA, set the Council's general surveillance policy, and consider quarterly reports on the use of RIPA to ensure that it is being used as per the Council's policy.
- 3.2 RIPA is intended to regulate the use of investigatory powers and ensure they are used in accordance with human rights. This is achieved by requiring certain investigations involving covert surveillance to be authorised by an appropriate Authorising Officer and then a JP before they are carried out.
- 3.3 Directed surveillance is often conducted by local authorities to investigate benefit fraud or to collect evidence of anti-social behaviour. It may involve covertly following people, covertly taking photographs of them or using hidden cameras to record their movements.
- 3.4 RIPA stipulates that the person (Authorising Officer) granting an authorisation for directed surveillance must believe that the activities to be authorised are necessary on one or more statutory grounds. The members of the Leadership Team, identified in the Council's Policy and Procedure, consider all applications for authorisation. The Authorising Officer must ensure that there is satisfactory reason for carrying out the

surveillance, the covert nature of the investigation is necessary, proper consideration has been given to collateral intrusion, and the proposed length and extent of the surveillance is proportionate to the information being sought. This involves balancing the seriousness of the intrusion into the privacy of the subject of the operation against the need for the activity in investigative and operational terms. Following legislative changes, in addition to the aforementioned, the Council is required to obtain judicial approval prior to using covert techniques and the Councils use of directed surveillance under RIPA will be limited to the investigation of crimes which attract a six month or more custodial sentence.

- 3.5 The usage of RIPA during the period March 2019 to May 2019 has been nil. No authorisations have been requested or granted.

#### **4.0 Financial Implications**

- 4.1 None arising directly from this report.

#### **5.0 Corporate Implications**

- 5.1 The Council must act in accordance with recent legislative changes regarding the authorisation process and the surveillance crime threshold.

#### **6.0 Community Implications**

- 6.1 Covert surveillance is carried out in a manner calculated to ensure that the person subject to the surveillance is unaware of it taking place. The Council carries out directed surveillance which is covert, not intrusive, is not carried out in an immediate response to events, and is undertaken for the purpose of a specific investigation or operation in a manner likely to obtain private information about an individual.
- 6.2 Section 8 of the application form asks the applicant to supply details of any potential collateral intrusion and to detail why the intrusion is unavoidable. The idea behind collateral intrusion is to identify who else, apart from the subject of the surveillance, can be affected by the nature of the surveillance. Any application for authorisation should include an assessment of the risk of the collateral intrusion and this should be taken into account by the Authorising Officer when considering proportionality. The Authorising Officer needs to know by those carrying out the surveillance if the investigation or operation would unexpectedly interfere with the privacy of individuals not covered by the authorisation. An Authorising Officer must be made aware of any particular sensitivities in the local community.

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REPORT TO:	OVERVIEW AND SCRUTINY COMMITTEE	AGENDA ITEM: 8
DATE OF MEETING:	19 <sup>th</sup> JUNE 2018	CATEGORY: DELEGATED
REPORT FROM:	CHIEF EXECUTIVE	OPEN
MEMBERS' CONTACT POINT:	DEMOCRATIC SERVICES (01283 595848 / 595722) <a href="mailto:Democraticservices@southderbyshire.gov.uk">Democraticservices@southderbyshire.gov.uk</a>	DOC:
SUBJECT:	ANNUAL REPORT OF THE OVERVIEW AND SCRUTINY COMMITTEE 2018/19	REF: N/A
WARD(S) AFFECTED:	ALL	

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#### **1.0 Recommendation**

1.1 That Members note the Committee's Annual Report for 2018/19.

#### **2.0 Purpose of Report**

2.1 To submit the Annual Report of the Overview and Scrutiny Committee for 2018/19.

#### **3.0 Detail**

3.1 The draft Annual Report was considered at the Committee's meeting on 27<sup>th</sup> March 2019 and was presented to Annual Council on 16<sup>th</sup> May 2019.

#### **4.0 Financial / Corporate / Community Implications**

4.1 None.

#### **5.0 Background Papers**

5.1 Annual Report 2018/19 attached as Annexe A.

# Overview and Scrutiny Committee Annual Report 2018-2019

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  - 1.2 Composition of the Overview and Scrutiny Committee
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  - 1.5 Meetings
  - 1.6 Call-In of Policy Committee Decisions
  - 1.7 Member Requests
2. Specific Areas of Activity and Achievements
  - 2.1 The Annual Report
  - 2.2 Setting the Committee Work Programme
3. Challenges for 2019-2020

## Acknowledgements

I am pleased to present this year's Overview and Scrutiny Annual Report, which contains information about the Committee's activity over the past year.

It has been a demanding year for the Council which continues to face challenges in delivering services to the residents of South Derbyshire. The Overview and Scrutiny Committee has been tasked with analysing and monitoring services in order to provide constructive feedback to increase efficiency as well as, where possible, reduce costs.

This Annual Report demonstrates the wide range of issues that have been considered within the scrutiny process and providing committee members the opportunity to select areas to review. It has also been noted that the Overview and Scrutiny Committee's interest in a number of work programme areas has inspired action aimed at improving key services elsewhere in the Council's democratic structure, e.g. waste collection and street scene, which can only be a positive move for the benefit of local residents.

The Overview and Scrutiny Committee recognises and appreciates the valuable contributions that Elected Members, Officers and representatives of organisations have made towards its work, and acknowledges that without this support and co-operation, it could not fulfil its aim to improve services for the benefit of South Derbyshire residents.

Councillor Stuart Swann  
Chairman of the Overview & Scrutiny Committee

# **1. Background**

## **1.1 Purpose of the Report**

This is the Annual Report to Council from Overview and Scrutiny, as required by Article 6 of the Council's Constitution.

Overview and Scrutiny plays an important part in local government decision-making and is a principal way of achieving open, democratic accountability for the provision of public services. The aim of Overview and Scrutiny is to improve public services and quality of life for local residents. Its main value is in holding the Council and other service providers to account, monitoring performance and in its capacity to inform and influence the actions of the Council and its partners. Overview and Scrutiny is a legal requirement, introduced by the Local Government Act 2000, extended in later legislation, and consolidated in the Localism Act of 2011. Overview and Scrutiny allows Councillors to examine, question and evaluate various functions of the Council and other providers of public services on behalf of the public in an open and effective way.

The report outlines how the Overview and Scrutiny Committee has discharged its functions during the municipal year 2018/19 and details the current position and outcomes of its activities.

## **1.2 Composition of Overview and Scrutiny Committee**

The Committee consists of eight Members; five Members of the Conservative Group and three Members of the Labour Group, in accordance with the political balance of the Council.

*For the period of May 2018 to May 2019, the following Members were appointed to the Committee:*

### **Conservative Group**

Councillor Swann (Chairman), Councillor Wyatt (Vice-Chairman), Councillor Atkin, Councillor Murray and Councillor Mrs Patten

### **Labour Group**

Councillor Bambrick, Councillor Dr Pearson and Councillor Mrs Stuart

## **1.3 Main Purposes of Overview and Scrutiny Committee**

The main purposes of the Committee are as follows:-

- (a) Write reports and/or make recommendations to Council, Policy Committees or Area Forums in connection with the formulation of policy and the discharge of any functions.
- (b) Consider any matter affecting the District or its residents.

- (c) Review and/or scrutinise decisions made or actions taken in connection with the discharge of any of the Council's functions.
- (d) Exercise the Call-In procedure in respect of decisions made, but not yet implemented, by any Policy Committee or Area Forum.
- (e) Oversee the appropriate processes and report findings to the relevant Policy Committee.

#### **1.4 Functions of Overview and Scrutiny Committee**

- (a) Holding the Council and its statutory partners to account in the public interest, enabling transparent and effective decision-making. This includes the power to 'call-in' a decision made by any policy committee that has not yet been implemented. (See 1.6)
- (b) Supporting effective policies and initiatives, which have a beneficial impact on the community through policy review and development.
- (c) Contributing to continuous improvement in services through monitoring quarterly departmental performance reports and the implementation of improvement plans.
- (d) Having a positive impact on the work and outcomes of external agencies and providers of public services.
- (e) Aiding Councillors in engaging with their communities and playing the role of community representatives and leaders.

#### **1.5 Meetings**

The Overview and Scrutiny Committee usually meets every six weeks, on Wednesday evenings at the Council's Civic Offices. In order to engage on a more direct level with residents, meetings can also be taken out into the community. Meetings are held in Open session, unless there are Exempt items for consideration by the Committee. Additional task groups can be set-up to undertake work on the Committee's behalf, which usually happens when there is a need to review a topic in greater depth.

#### **1.6 Call-In of Policy Committee Decisions**

The Overview and Scrutiny Committee has the power to determine 'call-in' requests of any policy committee decision made but not implemented. During the year 2018/19, the Committee was not required to deal with any 'called in' decisions or requests from Policy Committees for specific investigations.

#### **1.7 Member Requests**



Any Member of the Council is able to request an item, relevant to the functions of the Committee, to be included in the Work Programme for review. During the 2018/19 municipal year, the Chairman of the Overview and Scrutiny Committee and a Member of the Council requested Multi-Team Working and Section 106 Health Allocations be added to the Work Programme for a detailed review.

## **2. Specific Areas of Activity**

### **2.1 The Annual Report**

In March 2019, the Committee considered the draft Annual Report for the 2018/19 municipal year, which looks at each of the priorities in turn and provides an overview of some of the outcomes achieved by the Committee and how it has discharged its function throughout the year.

### **2.2 Setting the Committee Work Programme**

The Committee held a scoping meeting in June 2018 outlining suggestions on how the Committee might identify and agree possible issues to form the basis of its Work Programme during the forthcoming municipal year. Members considered a range of potential areas for the Committee to review and the specific focus of their attention.

The key areas identified were:

- (a) Regulation of Investigatory Powers Act (RIPA) 2000
- (b) The Budget 2019/2020
- (c) Update on Section 106 Health Allocations
- (d) Rural Play Provision
- (e) Universal Credit
- (f) Rural Broadband
- (g) Customer Services/Engagement
- (h) Housing Stock/Allocations/Monitoring
- (i) Litter Collection
- (j) Multi-Team Working
- (k) Safer Neighbourhood Grants

*A short summary of the Committee's work during the year is set out below.*

#### **(a) Regulation of Investigatory Powers Act 2000 (RIPA)**

The Committee has a standing function to monitor the Council's use of Regulation of Investigatory Powers (RIPA) on a quarterly basis, following the Council's Inspection by the Office of Surveillance Commissioners. The Committee noted the Council's use of Regulation of Investigatory Powers Act 2000 Policy and Guidance during the municipal year 2018/19.

#### **(b) The Budget 2019/20**

The Committee has a responsibility to assist the Finance and Management Committee to review the budget proposals. The Committee considered the Budget, the General Fund and capital at a meeting in January 2019. Members were also invited to attend policy-setting meetings and Area Forums where detailed presentations were given. The Committee was satisfied with the work undertaken and the outcome of the review of the Budget. The Committee Chairman also delivered a verbal update to the Finance and Management Committee, noting its review of the budgetary matters presented by the Strategic Director (Corporate Resources). He reported that the Committee had carefully considered the budget reports and acknowledged the potential financial challenges facing the Council, but no matters of significance from an overview and scrutiny perspective were cited for further investigation.

#### **(c) Update on Section 106 Health Allocations**

The Committee invited a representative from the Clinical Commissioning Group to attend a Committee Meeting, where an update was provided by the NHS Senior Primary Care Commissioning Manager, who informed Committee the four Clinical Commissioning Groups in Derbyshire were developing a Derbyshire-wide Strategy and Sustainable Transformation Plan, updating the Estates Plan and a South Derbyshire influenced Section 106 template was now in place across Derbyshire.

In relation to Section 106 matters, monies were being used flexibly to accommodate recruitment challenges to support existing resources. The Committee took note that strategic planning was improving, which was allowing for an improved ability to meet changing needs with better working practices.

#### **(d) Rural Play Provision**

Following the completion of an audit on play facilities within the District carried out by an external contractor, the draft findings were presented to the Committee to be reviewed. It was determined that overall, the play facilities within the District were above average quality, though there were identified issues with some sites relating to poor signage and appearance. A proposed action plan would include the development of a rolling programme to ensure signage remained up to date. A further recommendation, which was welcomed by the Committee, was the move to a bespoke electronic system to improve the accuracy of recording identified issues and efficiency in responding.

#### **(e) Universal Credit**

The Committee was updated by the Strategic Director (Corporate Resources) on the preparations undertaken by the Council in anticipation of the full rollout of Universal Credit. Actions taken to date have included contacting tenants affected by the rollout, securing IT facilities to accommodate electronic application submissions, applicable staff have received necessary training through the Department of Work and Pensions, budgeting support surgeries for tenants have been implemented and a revision of performance processing monitoring has been completed. Members considered the preparations made to ensure a smooth transition, but remain vigilant to the potential impact Universal Credit may have on debt and arrears.

#### **(f) Rural Broadband**

A presentation was delivered to the Committee by the Programme Manager from Digital Derbyshire, which outlined the progress of supplying fibre broadband to 105,000 households by 2020, with a majority of premises having been completed. The scheme was initiated to assist those in rural communities, though there remained some difficulties for some local residents and businesses to access broadband, even though this was now available and is something Rural Broadband will continue to address.

#### **(g) Customer Service/Engagement**

This item was added to the Work Programme as the Committee wished to monitor the measures taken to ensure a consistent approach to customer services and engagement was instilled across the Council. The Strategic Director (Corporate Resources) updated the Committee that a new matrix to monitor service provision would be piloted, which would assist in identifying and tailoring training requirements.

#### **(h) Housing Stock/Allocations/Monitoring**

The Housing Services Manager provided the Committee with specific details of the current housing stock and outlined Savills had been commissioned to undertake a physical survey of 10% of current housing stock to help assist in revising the management strategy and planned improvement programme; an analysis of fire safety of Council owned dwellings was also being undertaken. The Committee was updated on the Council's Allocations Policy and explored the priority banding system based on housing needs. The Allocations Policy is due to be reviewed following the introduction of the new choice based lettings software. The Committee also noted the service plan to monitor Housing Services performance outlined proactive approaches to address challenges, which had been identified for over the next five years.

#### **(i) Litter Collection**

The Committee reviewed the current activities undertaken by the Council to tackle litter within the District that is complimentary to the Government's Litter Strategy for England. Such activities reviewed included evaluating the Council's proactive response to fly tipping, including the legal powers utilised by the Council and using social media to deter people from fly tipping, and the Green Dog Walkers Pledge initiative, which encourages the community to be invested in reducing issues of dog fouling. The Committee noted the main provisions outlined from the litter strategy and the possible implications upon Council resources.

#### **(j) Multi-Team Working**

The Chairman requested this item was brought to Committee for discussion. The Strategic Director (Service Delivery) advised the Committee, outlining the strategies that have been developed to ensure a consistent performance standard is carried out across all remits of service delivery.

### **(k) Safer Neighbourhood Grants**

The Committee was updated on the performance of the Safer and Stronger Neighbourhood funding stream, specifically the community development initiatives successfully supported through the scheme. The Committee gave consideration on how the funding stream should continue to operate and the different approaches to advertising were noted.

## **3 Challenges for 2019-2020**

- To build on, and update, the achievements of Overview & Scrutiny.
- To ensure that Overview and Scrutiny continues to make a positive contribution to the development of policy and the continuous improvement of the Council's operations.
- To continue to ensure the Overview and Scrutiny work programme reflects concerns of service users, community and the public.
- To continue to ensure Overview and Scrutiny works with the community and key partners to respond to local concerns.
- To continue to ensure that the work of Overview and Scrutiny has a positive effect on decision-makers and provides evidence that it has made a real difference.
- To ensure Overview and Scrutiny takes a more active, appropriate role in respect of the work of the Policy Committees and their decisions.
- To balance the focus of the Overview and Scrutiny Committee both inward on existing and proposed Council services, and outward to other areas of the community and partner organisations.
- To build on the existing scoping procedure to make it more robust, to ensure the original scope is used as a point of reference for each work programme item and a tool to measure progress and the value being added by the committee as it completes its work.

Chairman, Vice-Chairman and Members of the Overview and Scrutiny Committee  
March 2019

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<b>REPORT TO:</b>	<b>OVERVIEW AND SCRUTINY COMMITTEE</b>	<b>AGENDA ITEM: 9</b>
<b>DATE OF MEETING:</b>	<b>19<sup>th</sup> JUNE 2019</b>	<b>CATEGORY: DELEGATED</b>
<b>REPORT FROM:</b>	<b>CHIEF EXECUTIVE</b>	<b>OPEN PARAGRAPH NO: N/A</b>
<b>MEMBERS' CONTACT POINT:</b>	<b>DEMOCRATIC SERVICES</b> (01283 595848 / 595722) <a href="mailto:democraticservices@southderbyshire.gov.uk">democraticservices@southderbyshire.gov.uk</a>	<b>DOC:</b>
<b>SUBJECT:</b>	<b>SETTING THE OVERVIEW AND SCRUTINY COMMITTEE WORK PROGRAMME 2019-2020</b>	<b>REF: N/A</b>
<b>WARD(S) AFFECTED:</b>	<b>ALL</b>	

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## **1.0 Recommendations**

- 1.1 To consider, update and agree the Committee Work Programme for the year 2019-2020 as attached at Annexe A.

## **2.0 Purpose of the report**

- 2.1 To define the process for setting the Work Programme for the ensuing year.

## **3.0 Background**

- 3.1 The Overview & Scrutiny Committee has the responsibility to scrutinise services provided by the Council and other agencies, as used by residents of the district.
- 3.2 The Overview & Scrutiny Committee has carried out an extensive programme of activities over the years and this has allowed it to make a significant contribution to the life of the Council and South Derbyshire as a whole. The report summarising the work of the Committee during the municipal year of 2018-19 was considered by Members earlier in this meeting's agenda.

## **4.0 Setting the work programme for 2019-2020**

- 4.1 The most practical way in which the Committee can help to focus on the right issues would be by deciding in advance what criteria it is going to use in order to choose what issues it is going to scrutinise during the year. Members may want to consider the following:
- (a) The work programme ought to be based on what is important for the Council and to its partners. It should focus on the themes set out in the Council's Corporate Plan.

- (b) The programme should focus on performance to see whether the Council or its partners are delivering on the key goals and objectives set out in the Corporate Plan.
- (c) The scoping exercise should identify key questions and those responsible for providing the relevant information to the Committee.
- (d) The work programme should result in practical recommendations for action to ensure that suggestions are deliverable.
- (e) The programme should be proportionate to the capacity of both Members and Officers to implement and it should be clear who is responsible for its delivery. The impact on the wider organisation should also be taken into consideration when assessing the scale.

## **5.0 Financial Implications**

5.1 There are no specific financial implications arising from this report.

## **6.0 Corporate Implications**

9.1 None directly arising from this report.

## **7.0 Background Papers**

7.1 Scoping document for review.

7.2 Previous Work Programme 2018/19.

## **8.0 Attachments**

8.1 Work Programme 2019/20 as Annexe A.

Overview & Scrutiny Committee Work Programme 2019/20																											Annexe A	
Project		Committee Date																									Responsible Head of Service	
		Jun-19			Sep-19			Oct-19			Nov-19			Jan-20			Feb-20			Apr-20								
				19			4			16			27			15			12					1				
Annual Report																									Head of Legal and Democratic Services			
RIPA																									Head of Legal and Democratic Services			
Setting the Work Programme																									Strategic Director (Corporate Resources)			
Budget																									Strategic Director (Corporate Resources)			

# Scoping Document

Name of Review/Project:

Terms of reference:

Please provide details of relevant Corporate Plan Themes and Priorities:

Key Issues and Aim(s) of the Review

Why should the review take place now?

Potential outcome/s

What will not be included:

Potential Risks or Limiting Factors:

Members undertaking the Review (if a sub-group is to be used):

Possible co-options:

Which policy committee(s) does it relate to?

Key stakeholders/ consultees:

Potential contributors and research requirements



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<b>Potential visits:</b>
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<b>Are there any Budgetary Implications?</b>
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<b>Officer support required:</b>
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<b>Period for Review:</b>
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<b>Publicity (e.g. of recommendations)</b>
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**Date Scoping Document Approved:**

**Overview and Scrutiny Committee**

Overview & Scrutiny Committee Work Programme 2018/19																									Annexe A	
Project		Committee Date																							Responsible Head of Service	
		Jun-18			Sep-18			Oct-18			Nov-18			Jan-19			Feb-19			Mar-19						
			20		5			17			28		16			13				27						
Annual Report																					Legal and Democratic Services Manager.					
RIPA																					Legal & Democratic Services Manager					
Setting the Work Programme																					Strategic Director (Corporate Resources)					
Budget																					Strategic Director (Corporate Resources)					
Update on Section 106 Health Allocations																					Strategic Director (Service Delivery)					
Rural Play Provision																					Strategic Director (Service Delivery)					
Universal Credit																					Strategic Director (Corporate Resources)					
Rural Broadband																					Strategic Director (Service Delivery)					
Customer Services / Engagement																					Strategic Director (Corporate Resources)					
Housing Stock / Allocations / Monitoring																					Strategic Director (Service Delivery)					
Litter Collection																					Strategic Director (Service Delivery)					
Multi-Team Working																					Strategic Director (Service Delivery)					
Safer Neighbourhood Grants																					Strategic Director (Service Delivery)					
Key																										
Report to Committee																										
Report to Task Group																										