

OVERVIEW AND SCRUTINY WORK PROGRAMME 2020-2021

Scrutiny/Reviews						
	Date of O/S Review	Start Date	End Date	Who	Outcome	Comment
Waste & Recycling Review				Colin Dales, Amanda Dyson		Incorporates Recycling Bin Pilot.
Homelessness				Sonia Bagshaw, Callum McKeon		<ul style="list-style-type: none"> To consider/evaluate the approach of the draft Homelessness Strategy To undertake comparison work with other exemplar strategies used by comparable councils with the LGA To consider RDC's levels of homelessness and how effective the strategy is in reducing the levels
Rent Arrears				Colin Dales, Sara Smith		What are RDC's targets, how does RDC compare with other authorities; what are the reasons for the arrears,

						what could be done to improve?
Lifeline and Telecare Service				John Turnbull	<p>A Task Group meeting was held on 10 February 2021 at which the Corporate Director (Operations) presented a report detailing a recent review of the Lifeline and Telecare Service.</p> <p>Members supported the need to implement a robust marketing strategy and raised a number of options for further efficiencies.</p> <p>The Supported Housing and Improvement Manager will report back to Overview & Scrutiny Committee (Internal) in around 12 months, following implementation of the Action Plan.</p>	To review the sustainability of the Lifeline Service.
Review of Community Offices				Sian Moore	A Task Group Meeting was held on 2 December 2020 with Scrutiny's views sought on the direction of the review.	

Task Group/Review Group Meetings		
Subject	Date	Officer/Service Area
Colburn Lorry Park - Request to purchase from Colburn Town Council	18 Nov 2020	Colin Dales
Sky Lanterns	25 Nov 2020	
Community Office Review	2 Dec 2020	Sian Moore
Lifeline and Telecare Service	10 Feb 2021	Colin Dales, John Turnbull
Economic Recovery Plan - Joint Task Group	24 Mar 2021	Sue White
Fees and Charges 2021/22	Nov 2020	Sian Moore, Katy Riley
Budget Setting	Sep 2020	Sian Moore, Katy Riley
Visit to Allerton Waste Recovery Park		
Immediate Disaster Relief Fund		Callum McKeon
Sheltered Housing Charges		Colin Dales, John Turnbull
Office Buildings - Depot		Colin Dales

Formal Committee Meeting				
Date	Topics	Who	Outcome	Comment
18 Jun 2020	Equalities & Diversity Objectives & Performance	Sian Moore	Meeting cancelled due to Covid-19.	To seek comments on the draft objectives for Equalities and Diversity for 2020/21 and provide an update on activities on equalities and diversity including performance for 2019/20.
18 Jun 2020	Performance Monitoring Briefings - Quarter 4 2019/20		Item not considered as the meeting was cancelled due to Covid-19.	To give an update on their attendance at the Quarter 4 2019/20 Performance Briefings.
17 Sep 2020	Tenants' Panel Annual Report 2019/20	Susie Eales	Decision due date for Overview and Scrutiny Committee (Internal) changed from 18/06/2020 to 17/09/2020. Reason: Meeting cancelled due to Covid-19. That the report be noted and the Tenants' Panel thanked for the work they have undertaken.	The Tenants' Panel to present an update on the work of the panel during 2019/20.
17 Sep 2020	Waste & Recycling Review	Amanda Dyson	Decision due date for Overview and Scrutiny Committee (Internal) changed from 18/06/2020 to 17/09/2020. Reason: Meeting cancelled due to Covid-19. - That it be reported to Corporate Board, that this Committee support the review continuing based on the initial proposed timescales. - That, until the outcomes of the National Waste Strategy are known the preferred method of	To receive an update on the review of waste & recycling.

			collection for recyclates would be co-mingling.	
17 Sep 2020	Electric Vehicle Charging Points		That in principle the installation of electric vehicle charging points be supported and that the concerns of the Committee on the lack of proven need, how the project will be funded and the impact on the funding set aside for 'green measures' be taken into consideration.	To consider the draft Corporate Board report in relation to Electric Vehicle Charging Points.
17 Sep 2020	Performance Monitoring Briefings - Quarter 1 2020/21		That the report be noted.	To give an update on their attendance at the Quarter 1 2020/21 Performance Briefings.
17 Sep 2020	Task Group Update and Work Programme 2020/21	Sarah Holbird	- That the Task Group updates and 2019-2020 work programme be noted. - That the draft 2020-2021 work programme be approved. Decision due date for Overview and Scrutiny Committee (Internal) changed from 18/06/2020 to 17/09/2020. Reason: Meeting cancelled due to Covid-19.	To provide an update on Task Groups held since the committee's last meeting, to present the up to date work programme for 2019/20 and seek approval of the 2020/21 work programme.
26 Nov 2020	Update on Dog Warden/ Enforcement Service	Colin Dales, Amanda Dyson		To provide an update on the work of the dog warden/enforcement service.
26 Nov 2020	Performance Monitoring Briefings - Quarter 2 2020/21		That the report be noted.	To give an update on their attendance at the Quarter 2 2020/21 Performance Briefings.
26 Nov 2020	Task Group Update and Work Programme 2020/21	Sarah Holbird	That the updated work programme be noted.	To provide an update on Task Groups held since the committee's last meeting and to present the up to date work programme for

				2020/21.
18 Mar 2021	Lifeline Service Update	Colin Dales, John Turnbull	Decision due date for Overview and Scrutiny Committee (Internal) changed from 26/11/2020 to 18/03/2021. Reason: Officer request due to a review of the service that is taking place. The report was considered at a Task Group meeting on 10 February 2021.	To include: <ul style="list-style-type: none"> • Subscription levels & charges • How the service is performing • How the service is advertised
18 Mar 2021	Performance Monitoring Briefings - Quarter 3 2020/21			To give an update on their attendance at the Quarter 3 2020/21 Performance Briefings.
18 Mar 2021	Task Group Update and Work Programme 2020/21 and 2021/22	Sarah Holbird		To provide an update on Task Groups held since the committee's last meeting, to present the up to date work programme for 2020/21 and seek approval of the 2021/22 work programme.
	Economic Action Plan/LEP Projects	Callum McKeon, Sue White		

In addition to the above, the following standing items are considered at each meeting if required:

Topic	Who	Outcome	Comments
Questions raised between Committee Meetings	Chairman/Democratic Services Officer	The Chairman/Democratic Services Officer to provide an update on questions raised by Councillors & members of the public between Committee Meetings	If an issue is raised that is not sufficient enough to require a review, then questions can be raised through Democratic Services and answers will be reported back to the next available meeting

Performance

	Date of O/S Review	Start Date	End Date	Who	Outcome	Comment
<i>Briefings 2020/21</i>						
Quarter 1		August 2020		Scrutiny Members/ Corporate Directors/ Performance Office	The Chairman/Vice-Chairman are to consider quarterly reports detailing performance against indicators within the Council Plan and Service Plan targets.	The meetings are also an opportunity to identify issues/topics to be included in this workplan.
Quarter 2		October 2020				
Quarter 3		January 2021				
Quarter 4		April 2021				