

Lead AD	SD Tom Pike
Deputy	
Chair	Cllr Lin Martin-Haugh

Overview & Scrutiny Committee Work Programme 2019-20
(Including review items, statutory Budget and Policy Framework items, and policy development items)

Scrutiny Review items 2019/20: (Priority of potential scrutiny review items High/Medium/Low and suitability in 2019/20)	Strategic Director, Assistant Director, Lead Officer(s) & Portfolio Holder	Provisional meeting date(s) identified	Other details: i.e. (i) Number of meetings item can be covered in? (ii) Whether scoping required? (iii) Expectation/ style of meeting & (iv) other details	Comment by lead Assistant Director/Deputy	SD/AD Comment - Likelihood of being delivered in 2019/20?	Chair/ Vice-Chair Preference & Priority
(High) Complaints/Feedback Handling	SD Richard Protheroe. The Leader	This review began in 2017 - scope agreed at Select Committee meeting 28 June 2017, interviews 26 Sep 2017, draft recommendations. Completion	(i) remainder of the review likely to be covered in 1 or 2 meetings (ii) Full Scope (already completed) (iii) Presentation & Officer report test cases (already provided) (iv) Completion of review now in 2019.	This review was not completed due to the priority given to the Sickness Management review and the consideration of the diversity of SBC staff in 2018-19.	Yes, this will be completed.	As this was deferred from 2017, the Chair is keen to get this review completed.

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		of the review to be scheduled				
(High) Scrutiny of the Scrutiny function at SBC.	SD Tom Pike, Interim SD, Rich Protheroe. The Leader	To be scheduled.	A Special Meeting of the Committee be convened, to which all Scrutiny Members be invited, looking at the outcomes from the Parliamentary Select Committee. Further to this one off meeting a review of the function would need scoping and consideration about how this could be undertaken whether by a third party peer review etc.?	Scrutiny Officer approached the Uni of Birmingham INLOGOV (Institute of Local Gov) to undertake a 2-3 day visit to the Council to interview CE, Leader, SD/ADs, Chair/VC, & Scrutiny Members	Questions were raised regarding the cost benefit of carrying out a review for circa £2-£3k. It was agreed to hold off reviewing until the Gov. Office for Housing Communities & Local Gov. published their renewed guidance which would complement and inform an internal review. The Guidance was published in May 2019 and can now feature as the main document to compare SBC's performance against.	Item deferred. Now that the Government Guidance has been published. Members and officers will be invited to comment on local implications for SBC as part of the review of SBCs Scrutiny arrangements.

Statutory Budget & Policy Framework Items:	Strategic Director, Assistant Director, Lead Officer(s) & Portfolio Holder	Provisional meeting date(s) identified	Number of meetings item can be covered in?	Expectation/Style of meeting	Scoping details (whether full scope or simple scope required)	Other details
(High) The 2019/2020 HRA and Rent Setting	Clare Fletcher AD/Cllr Mrs Joan Lloyd	December 2019	Yes, covered in one meeting	Presentation by AD with supporting papers	No scoping required	
(High) Financial Security Budget Options	Clare Fletcher AD/Cllr Mrs Joan Lloyd	October 2019	Yes, covered in one meeting	Presentation by AD with supporting papers	No scoping required	
(High) Council Tax Support Scheme (refresh of scheme reviewed annually by Exec)	Clare Fletcher AD/Su Tarran HoS/Cllr Joan Lloyd	January 2020	Yes, covered in one meeting	Presentation by AD with supporting papers	No scoping required	

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(High) General Fund Budget and Council Tax Setting	Clare Fletcher AD/Cllr Mrs Joan Lloyd	January 2020	Yes, covered in one meeting	Presentation by AD with supporting papers	No scoping required	

Portfolio Holder Advisory Group - Policy Development Items:	Strategic Director, Assistant Director, Lead Officer(s) & Portfolio Holder	Provisional meeting date(s) identified	Number of meetings item covered in?	Expectation/ Style of meeting	Scope details	Other details	Comment by lead Assistant Director/ Deputy
<u>(i) Council Tax Support Scheme and Universal Credit –combined session with (ii) ICT Strategy &</u>	(i) Clare Fletcher AD/Su Tarran HoS/Cllr Joan Lloyd for CT Support	23 July 2019	One	Opportunity for Executive Portfolio Holder to meet with officers and Scrutiny Members to discuss the content and shape of a Policy document		From 2018-19 it was agreed that these Portfolio Holders Advisory Group (PHAG) meetings would be clerked by	In 2018-19 due to problems with the software, it was not possible to carry out successful

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<u>Investment Programme</u>	(ii) SD Richard Protheroe, ICT Programme Management Office Manager Dawn Hollyoak, & Strategic ICT & Partnership Manager CTO Simon Russell.			before it is completely finalised in order to shape the final outcome		Constitutional Services	modelling for the new discount scheme and therefore a planned Portfolio Advisory Group policy development meeting to consider the Council Tax Discount Scheme was not held. Therefore officers continued with the existing scheme for 2019/20.