1.0 PURPOSE OF REPORT

1.1 The purpose of this report is to review the outcomes of the informal prioritisation workshop held on 18 June 2019 and agree the draft Overview and Scrutiny Commission work programme 2019/20. Attached at APPENDIX A is a schedule of meetings and outcome tracker that indicates the existing commitments for the Commission 2019/20 and attached at APPENDIX B is a summary of the outcomes of the workshop.

2.0 RECOMMENDATION/S

2.1 It is recommended that the Overview and Scrutiny Commission:

- Agrees the summary of outcomes from the informal workshop held on 18 June 2019 attached at APPENDIX B

- Agrees that further work to identify the appropriate details and timescales for the highest priority items of work should be undertaken.

3.0 THE REPORT

- Background

3.1 The annual prioritisation workshop enables members to suggest and consider potential future items of work for prioritisation and inclusion in the work programme 2019/20.

3.2 The work programme is kept ‘live’ throughout the year to adjust to new or changing demands on the Commission. The work programme also
includes a number of core responsibilities and existing commitments carried forward from the previous year.

3.3 A schedule of meetings detailing existing commitments is attached at APPENDIX A. This schedule enables the Commission to identify potential meeting dates where items of work identified at the prioritisation workshop could potentially be reviewed. Once agreed this will form the draft work programme for 2019/20.

- Existing commitments
  
  I. Work in progress
  
3.4 There is one major review currently being undertaken by the Commission, the Customer Services Review. This is currently being progressed through a task and finish group, Chaired by Councillor Paul Haslam. The Commission should consider this existing commitment when scheduling work items in July/August 2019.

II. Crime and Disorder

3.5 These are items of work identified to fulfil the Commissions’ role as the Council’s statutory Crime and Disorder Committee. The Commission meets as often as it considers appropriate to fulfil this role. However it must be confident that it is fulfilling this role appropriately.

3.6 The Commission currently considers performance/ward information in September and March each year, this information is provided by the following:

  - North Yorkshire Police

3.7 Report from the Harrogate Rural Policing Team. The information considered includes Anti-Social Behaviour, Crime and Disorder Trend Reports, Service Standards.

  - Harrogate District Community Safety Group

3.8 Report from the Community Safety and CCTV Manager on the work of the Group with updates from the Cabinet Member for Housing and Safer Communities.

III. Budget/Finance

3.9 These are the items that ensure the Commission undertakes appropriate financial scrutiny throughout the year and are required by the Constitution, these include:
o Medium Term Financial Strategy

3.10 This presents the Council’s Medium Term Financial Strategy (MTFS) for the following two years and sets out the assumed budget parameters.

o Council Budget

3.11 The Commission considers the following year’s budget in January each year including any alternative budgets submitted.

o Financial Performance

3.12 The Commission considers current year financial performance every quarter. This enables ongoing financial performance to be reviewed after the consideration/agreement of the Budget in January.

IV. Council Performance

3.13 One of the key roles for Overview and Scrutiny is to consider council performance. This is considered quarterly and reported by the Business Intelligence & Performance Manager together with financial performance (see above).

V. Health

3.14 In its Health and Well-Being role the Commission can consider health issues affecting the Harrogate District. The Council also has a representative on the North Yorkshire Scrutiny of Health Committee (a member of the Commission) the representative for 2019/20 is Councillor Nigel Middlemass with Councillor Tom Watson as substitute/deputy. Lead representatives from partner health organisations can be invited to provide updates to the Commission on significant issues.

VI. Special meetings of the Commission

3.15 There are a number of special meetings that are undertaken by the Overview and Scrutiny Commission throughout the year on behalf of the Council. These are meetings for all Council Members but are coordinated by Overview and Scrutiny due to its significant statutory responsibilities and the ability to follow up any issues arising. These meetings have included the following:

- The Chief Constable North Yorkshire Police
- North Yorkshire’s Police, Fire & Crime Commissioner
- North Yorkshire County Councils Director of Health

4.0 INFORMAL WORKSHOP

4.1 An informal workshop took place on 18 June 2019 and was attended by the following Councillors Aldred, Bateman, Broadbank, Chapman, Gibbs,
Harrison, Middlemass, Oldham, Waller & Watson. Attached at APPENDIX B is a summary of the Overview and Scrutiny informal workshop. All members of the Commission were provided with the following to consider potential areas of work:

- Service Plans
- The Annual Governance Statement
- The Corporate Delivery Plan (including year-end performance)
- The Strategic Risk Register
- Issues identified by Members and Management Team (Directors and Heads of Service)/Cabinet

4.2 There were 18 suggestions in total, comprising 14 from Members, 3 from Management Team/Cabinet with 1 item suggested by the Scrutiny, Governance and Risk Manager arising from the Annual Governance Statement. This is summarised in the diagram below:

4.3 Criteria for selection were suggested and each potential item was considered so that Members were aware of the scope to enable informed prioritisation. The suggestions were also grouped and filtered according to work priority and repetition and categorised according to the key roles for Overview & Scrutiny:

- Holding the Executive to Account
- Policy Review/Development
- External Scrutiny

4.4 Members prioritised each item of work, the results are summarised in APPENDIX B. The four items of work which were considered a ‘top priority’ were; Housing delivery in the Nidderdale AONB, Local Bus Provision, Street Begging/Homelessness and the Sport & Leisure Review. The following is a summary of the overall suggestions/sources of work prioritised/not prioritised:
5.0 REQUIRED ASSESSMENTS AND IMPLICATIONS

The following were considered: Financial Implications; Human Resources Implications; Legal Implications; ICT Implications; Strategic Property/Asset Management Considerations; Risk Assessment; Equality and Diversity (the Public Sector Equality Duty and impact upon people with protected characteristics). If applicable, the outcomes of any consultations, assessments, considerations and implications considered necessary during preparation of this report are detailed below.
6.0 CONCLUSIONS

6.1 It is recommended that the Overview and Scrutiny Commission:

- Agrees the summary of outcomes from the informal workshop held on 18 June 2019 attached at APPENDIX B

- Agrees that further work to identify the appropriate details and timescales for the highest priority items of work should be undertaken.

OFFICER CONTACT: Please contact Scrutiny, Governance & Risk Manager (Mark Codman), if you require any further information on the contents of this report. The officer can be contacted at Legal and Governance, PO Box 787, Harrogate, HG1 9RW or on 01423 500600 (ext. 58595) or by e-mail – mark.codman@harrogate.gov.uk