

Report of Head of Governance and Scrutiny Support

Report to Scrutiny Board (Environment, Housing and Communities)

Date: 28 November 2018

Subject: Work Schedule

Are specific electoral Wards affected? If relevant, name(s) of Ward(s):	<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No
Are there implications for equality and diversity and cohesion and integration?	<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No
Is the decision eligible for Call-In?	<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No
Does the report contain confidential or exempt information? If relevant, Access to Information Procedure Rule number: Appendix number:	<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No

1 Purpose of this report

- 1.1 The purpose of this report is to consider the Scrutiny Board's work schedule for the remainder of the current municipal year.

2 Main issues

- 2.1 At its initial meeting in June 2018, the Scrutiny Board discussed a range of matters for possible inclusion within the overall work schedule for 2018/19. The areas discussed included a range of matters which were then used to help formulate an outline work schedule.
- 2.2 The latest iteration of the work schedule is attached as Appendix 1 for consideration and agreement of the Scrutiny Board – subject to any identified and agreed amendments.
- 2.3 Executive Board minutes from the meeting held on 17 October 2018 are also attached as Appendix 2. The Scrutiny Board is asked to consider and note the Executive Board minutes, insofar as they relate to the remit of the Scrutiny Board; and identify any matter where specific scrutiny activity may be warranted, and therefore subsequently incorporated into the work schedule.
- 2.4 Notes of the Scrutiny Working Groups which considered Housing Repairs on the 26 September 2018, and the Social Housing Green Paper on the 15 October 2018 are attached as Appendix 3 and 4. The Board may wish to consider if further activity is currently required with regard to Housing Repairs. As the consultation on the Green Paper concluded on the 6 November, Appendix 4 is for the Board to note.

Developing the work schedule

- 2.5 The work schedule should not be considered a fixed and rigid schedule, it should be recognised as something that can be adapted and changed to reflect any new and emerging issues throughout the year; and also reflect any timetable issues that might occur from time to time.
- 2.6 However, when considering any developments and/or modifications to the work schedule, effort should be undertaken to:
- Avoid unnecessary duplication by having a full appreciation of any existing forums already having oversight of, or monitoring a particular issue.
 - Ensure any Scrutiny undertaken has clarity and focus of purpose and will add value and can be delivered within an agreed time frame.
 - Avoid pure “information items” except where that information is being received as part of a policy/scrutiny review.
 - Seek advice about available resources and relevant timings, taking into consideration the workload across the Scrutiny Boards and the type of Scrutiny taking place.
 - Build in sufficient flexibility to enable the consideration of urgent matters that may arise during the year.
- 2.7 In addition, in order to deliver the work schedule, the Board may need to take a flexible approach and undertake activities outside the formal schedule of meetings – such as working groups and site visits, where deemed appropriate. This flexible approach may also require additional formal meetings of the Scrutiny Board.

Developments since the previous Scrutiny Board meeting

- 2.8 Subject to the Scrutiny Boards agreement it is suggested that an additional Scrutiny Board meeting be scheduled in February 2019 to facilitate consideration of
- a) Horticultural Maintenance in Cemeteries, including the tracking of recommendations made by the Scrutiny Board previously
 - b) Road traffic Anti-Social Behaviour, Casualty Reduction and Killed Seriously Injured information, this was previously unscheduled.
 - c) Council House Growth Programme
- 2.9 The two sessions previously provisionally scheduled in December and January to consider the review of the Leeds Anti-Social Behaviour Service have been scheduled for consideration on the 18 December 2018 (Scrutiny Working Group) and 23 January 2019 (Scrutiny Board Meeting).
- 2.10 A summary of the Scrutiny Working Group discussion on Standards in Private Rented Sector and Selective Licensing, which took place on the 31 October 2018, will be provided in the Scrutiny Board agenda for the 23 January 2019, when the Board will be considering this matter further.

3. Recommendations

3.1 The Scrutiny Board is asked to:

- a) consider the matters outlined in this report, particularly in paragraph 2.8, the appended information and matters raised during the meeting.
- b) agree or amend the overall work schedule (as presented at Appendix 1) as the basis for the Board's work for the remainder of 2018/19.

4. Background papers¹

4.1 None used

¹ The background documents listed in this section are available to download from the Council's website, unless they contain confidential or exempt information. The list of background documents does not include published works.