

Work Programme

Date: 28 March 2022

Report of: Head of Democratic Services

Report to: Strategy and Resources Scrutiny Board

Will the decision be open for call in? Yes No

Does the report contain confidential or exempt information? Yes No

What is this report about?

Including how it contributes to the city's and council's ambitions

- All Scrutiny Boards are required to determine and manage their own work schedule for the municipal year. In doing so, the work schedule should not be considered a fixed and rigid schedule, it should be recognised as a document 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.
- The Scrutiny Board Procedure Rules also state that, where appropriate, all terms of reference for work undertaken by Scrutiny Boards will include 'to review how and to what effect consideration has been given to the impact of a service or policy on all equality areas, as set out in the Council's Equality and Diversity Scheme'.
- Reflecting on the information in this report and information presented as part of other agenda items at today's meeting, Members are requested to consider and discuss the Board's work programme for this municipal year.
- This is the final Work Schedule report of municipal year 20221/22 and members are also asked to consider any work items they wish to pass over to the successor Board in municipal year 20222/23.

Recommendations

- a) Members are requested to consider the Scrutiny Board's work schedule for the 2021/22 municipal year.
- b) This is the Board's final work programming item for the municipal year and therefore members are asked to suggest items that should be passed on for future work in municipal year 2022/23

Why is the proposal being put forward?

- 1 A draft work schedule for the Strategy and Resources Scrutiny Board is presented at Appendix 1 for consideration and discussion. Members should also note the following dates for Board meetings in 2022/23, these are preliminary at this stage subject to confirmation at the Annual Council Meeting in May:

Month	Meeting Date
June	Monday 20 June 2022 @10.00AM
July	Monday 25 July 2022 @ 10.00AM
August	No Meeting
September	Monday 26 September 2022 @ 10.00AM
October	No Meeting
November	Monday 7 November 2022 @10.00AM
December	Monday 12 December @ 10.00AM
January	Monday 16 January 2023 @ 10.00AM
February	Monday 20 February 2023 @ 10.00AM
March	Monday 27 March 2023 @ 10.00AM
April	No meeting

- 2 As noted in the February Work Programme report the minutes of the Executive Board for February were not available at the time of publication of the February meeting agenda. These are now provided at appendix 2. The March Executive Board minutes are also unfortunately not available at time of publication, and these will be brought to the June meeting in the new municipal year. 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 programme or handed over to the successor board in 2022/23.

Changes to the Work Programme since the last meeting

4. As the work of the Board evolves changes to the work programme become necessary to prioritise and fit agenda items in at appropriate times. No significant changes have been made to the work programme for 2021/22 since the last meeting.
5. There are some work items that have been considered by the Board in this municipal year which members may wish to consider recommending for continuation in 2022/23 by the successor board. These include the work on Staff Inclusion, the Contact Centre and IDS service desk, the Future Waste Strategy work and Leeds 2023, which also features elsewhere on this agenda.
6. In addition to items that have featured in the Board's work in 2021/22 there are also items that have been discussed and remain in development. These are a potential item linked to the Council's overall resources and specifically geographic income and expenditure and an update item on Devolution following interest from Board members during the municipal year. Members may wish to consider whether these work items should be carried over into 2022/23.

What impact will this proposal have?

Wards Affected:

Have ward members been consulted? Yes No

7. All Scrutiny Boards are required to determine and manage their own work schedule for the municipal year. The items in Appendix 1 set out the current programme of the Board and sets the framework for its work in 2021/22 as noted above members may wish to consider items to pass on to the successor Board in 2022/23.

What consultation and engagement has taken place?

8. To enable Scrutiny to focus on strategic areas of priority, it is recognised that each Scrutiny Board needs to establish an early dialogue with the Directors and Executive Board Members holding the relevant portfolios. The Vision for Scrutiny also states that Scrutiny Boards should seek the advice of the Scrutiny officer, the relevant Director and Executive Member about available resources prior to agreeing items of work.

What are the resource implications?

9. Experience has shown that the Scrutiny process is more effective and adds greater value if the Board seeks to minimise the number of substantial inquiries running at one time and focus its resources on one key issue at a time
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11. Consequently, when establishing their work programmes Scrutiny Boards should:
 - Seek the advice of the Scrutiny officer, the relevant Director and Executive Member about available resources;
 - Avoid 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.

What are the legal implications?

12. This report has no specific legal implications.

What are the key risks and how are they being managed?

13. There are no risk management implications relevant to this report.

Does this proposal support the council's 3 Key Pillars?

Inclusive Growth

Health and Wellbeing

Climate Emergency

14. The terms of reference of the Scrutiny Boards promote a strategic and outward looking Scrutiny function that focuses on the best council objectives.

Appendices

15. Appendix 1 – Work Programme for 2021/22
16. Appendix 2 – Minutes of the Executive Board held on 9 February 2022

Background papers

17. None