

## Work Schedule

Date: 31 March 2022

Report of: Head of Democratic Services

Report to: Scrutiny Board (Environment, Housing & Communities)

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'.
- Members are further asked to note the proposed dates for 2022/23 as outlined below for the successor Scrutiny Board.
- For members' information, a summary of the site visit to Headingley Station, which Cllr Anderson undertook on behalf of the Scrutiny Board, is appended. This follows discussions about Network Rail's approach to vegetation management.
- The Board's ongoing inquiry into the future of waste services is still awaiting updates on three pieces of information, which will not be available before the end of the municipal year. The board has therefore been provided with an interim statement of progress for the year end, which draws upon the outcomes of the first working group. It is recommended that the successor board progresses scrutiny of the matters outstanding.
- Attached to the statement of progress is a joint letter from both the relevant scrutiny chairs to George Eustice MP highlighting the need for further detail from Government about the National Resources and Waste Strategy to enable the progression of local service remodelling.

### Recommendations

- a) Members are requested to consider and discuss the Scrutiny Board's work schedule for the 2021/22 municipal year (Appendix 1)

- b) Members are asked to note the attached summary of the site visit Cllr Anderson undertook with Network Rail at Headingley Station (Appendix 2)
- c) Members are asked to note the interim statement of progress in relation to the inquiry into the future of waste services. Members are further asked to note the appended letter to George Eustice MP highlighting the need for further detail from Government about the National Resources and Waste Strategy to enable the progression of local service remodelling (Appendix 3 & 3A).
- d) Members are requested to consider the Executive Board minutes from 16 March so far as they relate to the remit of the Scrutiny Board (Appendix 4).

**Why is the proposal being put forward?**

1. A draft work schedule for the Environment, Housing & Communities Scrutiny Board is presented at Appendix 1 for consideration and discussion. Reflected in the work schedule are known items of scrutiny activity, such as performance and budget monitoring, identified Budget and Policy Framework items and recommendation tracking.
2. The Executive Board minutes from the meetings held on 16 March 2022 are also attached as Appendix 4. 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 consider any matter where specific scrutiny activity may also be warranted.
3. 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	DATE & TIME
June	23 June at 10.30am, pre-meeting at 10am
July	21 July at 10.30am, pre-meeting at 10am
August	No public meeting planned
September	15 September at 10.30am, pre-meeting at 10am
October	13 October at 10.30am, pre-meeting at 10am
November	10 November at 10.30am, pre-meeting at 10am
December	No public meeting planned
January	5 January at 10.30am, pre-meeting at 10am
February	2 February at 10.30am, pre-meeting at 10am
March	2 March at 10.30am, pre-meeting at 10am

**What impact will this proposal have?**

**Wards affected: All**

Have ward members been consulted?       Yes       No

4. All Scrutiny Boards are required to determine and manage their own work schedule for the municipal year.
5. The draft work schedule is reflective of the views of the former Environment, Housing and Communities Scrutiny Board.

## **What consultation and engagement has taken place?**

6. In order 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?**

7. 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.
8. The Vision for Scrutiny, agreed by full Council also recognises that like all other Council functions, resources to support the Scrutiny function are under considerable pressure and that requests from Scrutiny Boards cannot always be met.
9. 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?**

10. This report has no specific legal implications.

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

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

## **Does this proposal support the council's three Key Pillars?**

Inclusive Growth       Health and Wellbeing       Climate Emergency

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

## **Appendices**

13. Appendix 1 – Draft work schedule of the Environment, Housing & Communities Scrutiny Board for the 2021/22 municipal year.
14. Appendix 2 – Summary of Network Rail Vegetation Management Site Visit
15. Appendix 3 – Future Waste Services Inquiry - Statement of Progress.

16. Appendix 3A – Joint letter to George Eustice MP.

17. Appendix 4 – Executive Board minutes 16 March 2022.

**Background papers**

18. None.