

Rother District Council

Report to: Overview and Scrutiny Committee

Date: 7 June 2021

Title: Annual Work Programme

Report of: Chief Executive

Ward(s): All

Purpose of Report: Members to give consideration to Council priorities when setting the Overview and Scrutiny Committee's Work Programme for the year 2021/22.

Officer

Recommendation(s): It be **RESOLVED:** That the Committee set its Work Programme for the new Council year and determine which Sub-Committees / Task & Finish Groups it wishes to appoint / re-appoint.

Introduction

1. In accordance with the Constitution, the Overview and Scrutiny Committee (OSC) will:
 - a) receive reports from the Leader after each annual Council meeting on the Executive's Priorities for the coming year and its performance in the previous year and, if the Leader so chooses, on the state of the District [Part 4, paragraph 1(c)(i)]; and
 - b) approve an annual OSC Work Programme, including the programme of any Sub-Committees / Task & Finish Groups it appoints so as to ensure that the Committee and Sub-Committees / Task & Finish Groups' time is effectively and efficiently utilised [Part 4, paragraph 1(c)(ii)].
2. In order to manage the OSC's workload and ensure that there is sufficient time to fully consider the issues arising, it is recommended that priorities are set. These priorities should take account of the time and resources each work item will require and the importance of that item to the Council's priorities.

Other Considerations

3. In establishing its Work Programme, the OSC needs to consider the terms of reference for each scrutiny or review item, who it wishes to involve and consult with and which key partners or expert witnesses it may wish to involve.
4. In all of these considerations the most important one that the OSC should bear in mind is how the outcome of the Committee's deliberations will have a positive effect on the well-being of residents and businesses of the area. The OSC also needs to consider how scrutiny can be used to engage with the community either directly or by giving a high profile to matters of concern to residents.

5. Members will need to consider these issues in tandem with the Executive Priorities as set out in the Corporate Plan 2014-21 and the emerging Corporate Plan when setting the Work Programme.

Annual Scrutiny Work Programming Meeting

6. The Annual Scrutiny Work Programme meeting was not held this year, but the Work Programme was circulated by email to Members of the OSC, other non-Executive Members and the Corporate Management Team and examined alongside key work priorities of the Council for 2021/22. Ideas and suggestions for issues to be considered for inclusion in the Work Programme for the year as a result were collated, Members were asked to give each a priority rating of 1-3 (1 being the highest) along with those already listed under 'Items for Consideration' and are attached at Appendix 1 to the report.
7. Members will need to consider whether the OSC's Work Programme, attached at Appendix 2, needs to be amended to reflect any items identified.

Sub-Committees and Task and Finish Groups

8. In accordance with the Constitution, the OSC may appoint up to four formal Sub-Committees or four informal Task and Finish Groups which can include residents, experts or representatives from outside bodies in their membership at any one time. The only proviso being that the same Heads of Service or officers are not involved in more than one active Sub-Committee / Task and Finish Group at any one time.
9. As a distinction, Sub-Committees are formally constituted, should reflect the political make-up of the Council and must meet in public with Agendas and Reports available 5 clear working days in advance of any meeting. Task and Finish Groups are usually less formal, do not normally meet in public and are not required to meet the 5 clear working day requirement for Agenda publication.
10. In setting and agreeing the Work Programme, Members should consider whether to maintain the existing Groups or establish new Sub-Committees or Task and Finish Groups and, if so, to make appointments to them.
11. During the last municipal year, the OSC established one new Task and Finish Group: Off-Street Car Parks Task and Finish Group (OSCPT&FG). The Anti-Poverty Task and Finish Group (APT&FG) was established in January 2020 but did not meet for the first time until August 2020.
12. At the meeting held on 26 April, the OSC decided to extend the life and expand the remit of the OSCPT&FG (Minute OSC20/57 refers). The current Membership is: J Barnes, Mrs V. Cook, P.C. Courtel, L.M. Langlands, C.A. Madeley, P.N. Osborne and G.F. Stevens. The OSC is invited to confirm or make changes to the Membership of this Group.
13. Elsewhere on this Agenda, the OSC will be asked to consider the final recommendations of the APT&FG; the OSC will also need to decide whether to reform this Group to consider the proposed Anti-Poverty Strategy when it is compiled, or whether the draft strategy will be presented to the full OSC. The current Membership is: J. Barnes, M.L. Barnes, J.J. Carroll, S.J. Coleman, Mrs V. Cook, Mrs D.C. Earl-Williams, P.J. Gray and C.A. Madeley.

Bexhill Town Centre Steering Group

14. The Bexhill Town Centre Steering Group (BTCSG) had initially been established by Cabinet to deliver the vision and objectives of the Bexhill Town Centre Strategy (BTCS) June 2013; the Strategy seeks to collaborate with key groups and agencies in the area in its delivery plan.
15. Following a change of political control and Cabinet Portfolio Holder in May 2019, it was decided that the original timetable was insufficient to develop the BTCS. Therefore, the timetable had been reviewed and Terms of Reference amended accordingly.
16. In November 2019, Cabinet agreed the revised Terms of Reference and an initial allocation of £10,000 of the Town Centre Section 106 funding to start the work of developing a Town Centre Strategy and Masterplan with a further report to come back to Cabinet following the reconstitution of the Bexhill Town Centre Steering Group.
17. Working with a wide variety of stakeholders the BTCSG, led by Rother District Council (RDC), will create a new Town Centre Strategy and Master Plan that will clearly define and articulate the vision for the future sustainable economy of the area. The BTCSG will also set out a proposed funding approach and will be responsible for initiating engagement with key partners to secure funding for the delivery of the Strategy's aims and objectives. The BTCSG is tasked with being ambitious and aspirational in its plans for Bexhill.
18. The Strategy will build on the work already delivered by the group in recent years. The ultimate ambition for this work is to provide Bexhill with a town centre that works for all those who use it, as residents, businesses and or visitors.
19. The OSC may wish to request an update on the work of the Steering Group from either a member of the Group or the Cabinet Portfolio Holder for Economic Development and Regeneration.

Crime and Disorder Committee

20. Under section 19 of the Police and Justice Act 2006, the Scrutiny Committee is designated as the Council's 'Crime and Disorder Committee'. This is not a separate working or steering group; it simply means that on an annual basis, as part of their regular Scrutiny business, the OSC reviews the work of the Rother and Hastings Community Safety Partnership (RHCSP) as the Council's Crime and Disorder Committee.
21. The Committee receives an annual report from the RHCSP. Members of the OSC can then decide whether there are any specific decisions or actions of the RHCSP that they believe require further scrutiny.

Conclusion

22. Members need to consider, set and agree the Committee's Work Programme for the year, taking into account the various issues set out within the report. The Work Programme should be flexible to accommodate any changes in priorities and circumstances, which may emerge during the year.

Risk Management

23. Failure to set a realistic and achievable Work Programme which supports the Council's Aims and Executive's Priorities may result in the Council losing opportunities for the development of an effective overview and scrutiny function.

Other Implications	Applies?	Other Implications	Applies?
Human Rights	No	Equalities and Diversity	No
Crime and Disorder	No	Consultation	No
Environmental	No	Access to Information	No
Risk Management	Yes	Exempt from publication	No

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Appendices:	Appendix 1 Items for Consideration Appendix 2 Overview and Scrutiny Work Programme 2021/22
Relevant previous Minutes:	N/A
Background Papers:	N/A
Reference Documents:	N/A

ITEMS FOR CONSIDERATION	
SUBJECT	WEIGHTING OF PRIORITY 1-3 (1 being the highest priority)
Regeneration incl Leisure Centre, Fountains, Skate Park and Accessibility of Green Spaces across the district	1
Corporate Plan review – referred back by Cabinet	
Review of the Tourism Strategy	1
Review of the Economic Regeneration Strategy	
Peer Review	
Annual review of Homelessness Strategy	2
Draft Anti-Poverty Strategy Proposals	2
Draft Corporate Customer Services Strategy Proposals	1
Litter Strategy	2
Progress of the Environment Strategy	1
Impact of Airbnb and second homes in Rye/Winchelsea/Camber	

OVERVIEW AND SCRUTINY COMMITTEE

WORK PROGRAMME 2021 – 2022		
DATE OF MEETING	SUBJECT – MAIN ITEM IN BOLD	Cabinet Portfolio Holder
07.06.21	<ul style="list-style-type: none"> • Report of the Anti-Poverty Task and Finish Group • Performance Progress Report: Fourth Quarter 2020/21 • Annual Work Programme • Financial Assistance Policy 2021-2025 (Disabled Facilities Grants) • Egerton Park Children's Centre 	Byrne Dixon
19.07.21	<ul style="list-style-type: none"> • Revenue Budget and Capital Programme Monitoring Quarter 4 2020/21 	Dixon
13.09.21	<ul style="list-style-type: none"> • Performance Progress Report: First Quarter 2021/22 • Revenue Budget and Capital Programme Monitoring – Quarter 1 2021/22 • Post-COVID Recovery Plan 	Dixon Bayliss
18.10.21	<ul style="list-style-type: none"> • Medium Term Financial Plan 2022/23 to 2026/27 	Dixon
22.11.21	<ul style="list-style-type: none"> • Performance Progress Report: Second Quarter 2021/22 • Revenue Budget and Capital Programme Monitoring – Quarter 2 2021/22 	Dixon
24.01.22	<ul style="list-style-type: none"> • Draft Revenue Budget Proposals 2022/23 • Report of the Off-Street Car Parks Task and Finish Group 	Dixon Field
14.03.22	<ul style="list-style-type: none"> • Crime and Disorder Committee: to receive a report from the Community Safety Partnership • Performance Progress Report: Third Quarter 2021/22 • Revenue Budget and Capital Programme Monitoring – Quarter 3 2021/22 	Dixon
25.04.22	<ul style="list-style-type: none"> • Call-in and Urgency Procedures • Draft Annual Report to Council 	