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Rutland County Council

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Minutes of the **MEETING of the STRATEGIC OVERVIEW AND SCRUTINY COMMITTEE** held in the Council Chamber, Catmose, Oakham, Rutland, LE15 6HP on Thursday, 15th June, 2023 at 7.00 pm

PRESENT Councillor R Ross (Chair)

Councillor L Stephenson (Vice Chair)

Councillor M Chatfield Councillor H Edwards Councillor O Hemsley Councillor S Lambert Councillor K Payne Councillor R Powell

APOLOGIES Councillor N Begy

Councillor T Carr

Peter French Diocesan Deputy Director of

Education, Dioceses of Peterborough

Angela Wakefield Strategic Director of Law and

Governance (Monitoring Officer)

STATUTORY CO-OPTED MEMBERS – EDUCATION REPRESENTATIVES

PRESENT

Andreas Menzies Roman Catholic Diocese

OFFICERS Mark Andrews Chief Executive

PRESENT Tom Delaney Democratic Services Manager

Jane Narey (Clerk) Scrutiny Officer

1 WELCOME AND APOLOGIES RECEIVED

The Chair welcomed everyone to the meeting. Apologies were received from Councillor Tracy Carr, Councillor Nick Begy, Angela Wakefield and Peter French. Councillor Oliver Hemsley attended the meeting as Councillor Begy's substitute.

2 RECORD OF MEETING

It was noted that Councillor Stephen Lambert was the only member in attendance that had been a member of the Strategic Overview and Scrutiny Committee during 2022/2023. He confirmed that the minutes of the meeting of the Strategic Overview and Scrutiny Committee held on the 20th April 2023 were an accurate record.

3 ACTIONS ARISING

Action 1

Councillor Stephenson stated that Governance had received a large number of questions from Councillor Begy regarding the minerals authority contract and that officers would provide a written response to those questions for circulation to all members of the Strategic Overview and Scrutiny Committee.

The Clerk confirmed that this action had been completed.

Action 2

The Development Services Manager confirmed that he would check if NNC had access to RCC's planning portal as was requested in February 2022.

The Clerk informed the Committee that Justin Johnson had confirmed that NNC (North Northamptonshire Council) did not currently have access to the portal but that they had been contacted about getting this arranged.

4 DECLARATIONS OF INTEREST

Councillor Oliver Hemsley declared a non-pecuniary interest as he was the lead for the Rutland Chamber of Commerce. There were no other declarations of interest.

5 PETITIONS, DEPUTATIONS AND QUESTIONS

No petitions, deputations or question were received.

6 QUESTIONS WITH NOTICE FROM MEMBERS

No questions with notice with notice were received from Members.

7 NOTICES OF MOTION FROM MEMBERS

No notices of motion were received.

8 CONSIDERATION OF ANY MATTER REFERRED TO THE COMMITTEE IN RELATION TO THE CALL-IN OF A DECISION

No call-ins were received.

9 ELECTION AND APPOINTMENTS

A. ELECTION OF VICE CHAIR

- Councillor Lucy Stephenson was nominated by Councillor Karen Payne for the role of Vice-Chair. This was seconded by Councillor Rosemary Powell.
- There were no other nominations.

RESOLVED

That the Committee:

- a) Unanimously APPROVED Councillor Lucy Stephenson as the Vice-Chair.
- B. CONFIRMATION OF STATUTORY MEMBERS EDUCATION REPRESENTATIVES

- The Clerk informed attendees that under Procedure Rule 136 of the Constitution, the Scrutiny Committee had education representatives as statutory co-opted members to speak and vote on matters of education.
- The Clerk confirmed she had written to all the Rutland schools on the 6th June 2023 requesting nominations for parent governor representatives but to date no nominations had been received.
- As per Procedure Rule 136, the following were nominated as the named education representatives:
 - Peter French, Church of England Diocese
 - o Andreas Menzies, Roman Catholic Diocese

RESOLVED

That the Committee:

a) Unanimously **APPROVED** the named nominations as the Statutory Co-opted Members – Education Representatives to the Strategic Overview and Scrutiny Committee for 2023-2024.

C. ELECTION OF REPRESENTATIVES

- The Clerk informed attendees that Councillor Ross, as Chair of Rutland's Strategic Overview and Scrutiny Committee, would attend meetings of the Leicester, Leicestershire and Rutland Joint Health Scrutiny Committee but that an additional member and a substitute representative would be required to attend.
- Councillor Lucy Stephenson nominated herself as the additional member. This was seconded by Councillor Karen Payne. There were no other nominations.
- No nominations were received for the role of substitute member. This item would be carried forward to the next meeting for further discussion.

RESOLVED

That the Committee:

a) Unanimously **APPROVED** Councillor Lucy Stephenson as the additional member to the Leicester, Leicestershire and Rutland Joint Health Scrutiny Committee for 2022-2023.

10 SCRUTINY ANNUAL REPORT 2022-23

Report No. 79/2023 was received from Angela Wakefield, Strategic Director of Law and Governance (Monitoring Officer). The report was presented by Councillor Ramsay Ross, Chair of the Strategic Overview and Scrutiny Committee and Jane Narey, Scrutiny Officer. During the discussion, the following points were noted:

- The report detailed the items scrutinised during the 2022 to 2023 municipal year plus the groups and panels created by the scrutiny committee and their status prior to the election and included a review from the then Chair and Vice Chair.
- The report also highlighted the review that was completed during the first year of the Strategic Overview and Scrutiny Committee and the resulting recommendations from Council for the 2023-2024 scrutiny committee to action.
- The report would be presented to Council at its meeting on the 10th July 2023.

 Members noted that the report was very clear in identifying what the committee had/had not achieved in 2022-2023 and made clear recommendations for the scrutiny committee moving forward.

RESOLVED

That the Committee:

a) **RECOMMENDED** to Council that it noted the Scrutiny Annual Report 2022-23 and approved its publication.

11 SCRUTINY ANNUAL WORK PLAN

- The Committee reviewed the list of proposed items for the Strategic Overview and Scrutiny Committee to scrutinise during 2023-2024, which was compiled following the Scrutiny Committee Work Programming Session held on the 7th June 2023.
- The Chief Executive confirmed that the proposed list had been reviewed by the Corporate Leadership Team.
- The proposed list was discussed and updated accordingly (copy attached).
- A draft work plan for 2023/2024 and a list of pending items for scrutiny were also created as a result of the updated proposed list (copies attached).
- Further work would be required by the Committee to prioritise and agree items to ensure that scrutiny added value.
- The Committee agreed to discuss the following items for inclusion onto the scrutiny work plan at their next meeting:
 - Annual Education Performance Report
 - SACRE Annual Report
 - Safety on our Highways

12 SCRUTINY IMPROVEMENT PLAN

- The Clerk informed attendees that Council had recommended that the scrutiny committee for 2023-2024 should develop and implement an improvement plan addressing any areas of concern.
- Volunteers were requested from the scrutiny committee membership to work with the Chair and, with the support of the Clerk, produce a draft improvement plan for discussion/approval at the scrutiny committee meeting in July.
- It was agreed that Councillor Ross would speak with Councillors Begy and Lambert regarding their assistance in developing the scrutiny improvement plan due to their membership on last year's scrutiny committee.

ACTION: Councillor Ross

13 GROUP/PANEL UPDATES

A. ECONOMIC STRATEGY TASK AND FINISH GROUP

- Following a discussion with the Director of Places, Councillor Ross proposed that the completed Economic Development Strategy should go to a final meeting of the Economic Strategy Task and Finish Group.
- It was noted that, as a result of the May election, the Task and Finish Group had been reduced to just two members (Councillor A Brown and Councillor Begy) but that both had confirmed that they would like to continue as members of the group for the final meeting.

• Councillors Stephenson, Ross and K Payne volunteered to be members of the Economic Strategy Task and Finish Group for the final meeting.

RESOLVED

That the Committee:

a) **AGREED** that the Economic Strategy Task and Finish Group would have one final meeting to comment on the final Economic Development Strategy with Councillors Stephenson, Ross and K Payne as new members.

14 ANY URGENT BUSINESS

There was no urgent business.

15 DATE OF NEXT MEETING

Thursday, 13 July 2023 at 7 pm in the Council Chamber, Catmose, Oakham, Rutland LE15 6HP

The Chair declared the meeting closed at 9.05 pm.

SUMMARY OF ACTIONS

No.	Ref.	Action	Person
1.	12	Councillor Ross to speak with Councillors Begy and Lambert regarding their assistance in developing the scrutiny improvement plan due to their membership on last year's scrutiny committee	Councillor Ross



Minute Item 1

Proposed Items for Scrutiny Work Plan 2023/2024 (Updated: 15 June 2023)

The Scrutiny Work Plan outlines the areas of work which are expected to be scrutinised over the coming months/year by or on behalf of the Council's Scrutiny function and any Panels/Task and Finish Groups convened for review work.

Topics added to the work plan will have expected outcomes to add value to the services delivered by the Council and its partners and/or improve the quality of lives of Rutland residents. It is recognised that there is a need for flexibility in the work plan so as to allow relevant issues to be dealt with when they arise.

Scrutiny should always link back to the Council Corporate Strategy so that it is scrutinising whether the Council is meeting its strategic aims. Scrutiny should use effective processes to select topics that will contribute towards the best possible work plan for Scrutiny. This means looking at and using sources of information that may help them to choose the right topics.

Successful Scrutiny is about looking at the right topic in the right way and Members will need to be selective whilst also being able to demonstrate clear arguments in favour of including or excluding topics.

A common pitfall for Scrutiny can be the inclusion of topics on the work plan that are unmanageable, of limited interest to the community, purely for informational purposes, have few outcomes and fail to 'add value' to the work of the Council or the wellbeing of the community.

The selection and prioritisation of topics is critical to the effectiveness of Scrutiny so processes are in place to ensure clearer focus, particularly in poor or weak areas of performance or major issues of concern to the wider community. It is not possible to include every topic suggested as Scrutiny has limited time and resources and therefore workplans need to be manageable.

Does it stand up to the PAPER test?

- Public interest is the matter of concern to residents?
- Ability to have an impact can Scrutiny influence and change things?
- Performance is it an underperforming area or service?
- Extent does it affect a number of residents or a large geographic area?
- Replication is it a new matter? i.e. not discussed in the past 6 months or currently being dealt with

			PROPOSED	ITEMS FOR S	CRUTINY WORK PLAN:	: UPDATED 15.06.23		
Su	ggested Topics	Directorate	Format	Timings / Meetings	Lead Officer(s)	Notes	Corporate Aim	Decision
1.	Asset Review	Places	Task and Finish Group	 13/07/23 [TOR¹] Oct/Nov [Report] 	Strategic Director of Places & Head of Property Services (Mona Walsh)	 Extent ToR for short T&F Group (1-2 meetings only) to be agreed in July for work to be undertaken in September/ October. T&F Group report to be taken at an additional meeting in October or 23/11/23. T&F Group meeting dates tbc and agreed by the Director and the Group. 	A Modern and Effective Council	Added to work plan: 15.06.23
2 .	Corporate Performance	Law and Governance	Report to Committee	Twice a year13/07/2323/11/23	Head of Corporate Services (Kevin Quinn)	 Performance Major part of the scrutiny committee's work. Committee to identify areas of concern and recommend Cabinet address those areas of concern. Data to be used to inform future work rather than be a detailed inspection of every directorate. 	A Modern and Effective Council	Added to work plan: 15.06.23
3.	CQC Inspection Framework: Update	Adults and Health	Report to Committee	• 08/02/24	Strategic Director of Adults and Health and Adult Social Care Principal Social Worker and Quality Lead (Kelly McAleese)	Performance Update on Adult Services' inspection readiness following report presented to Scrutiny on 20/04/23. Committee to assess if the	Healthy and Well	Added to work plan: 15.06.23

¹ Terms of Reference

	PROPOSED ITEMS FOR SCRUTINY WORK PLAN: UPDATED 15.06.23							
Su	ggested Topics	Directorate	Format	Timings / Meetings	Lead Officer(s)	Notes	Corporate Aim	Decision
						right preparations have been made to meet the 4 inspection framework themes.		
4.	Customer	Resources			Strategic Director of Resources and Head of IT and Customer Services (Andy Nix)	 Public Interest Scrutiny would not have an impact at this point in the process. Possible impact assessment study by Scrutiny Committee towards end of 2023. CLT² to advise in due course. 	A Modern and Effective Council	Added to pending list: 15.06.23
5 .	SEND Delivering Better Value Programme	Children and Families	Report to Committee	• 21/09/23	Strategic Director of Children and Families	Public Interest Relates to the delivery of SEND education services and ensuring financial sustainability.	A County for Everyone	Added to work plan: 15.06.23
6.	Access to NHS Dental Services: Update	Adults and Health			NHS England - Dental	 Public Interest Update to be requested from NHS England for Oct 2023. National issue. Item not to be discussed at Scrutiny Committee as scrutiny would have little influence or ability to change things. Update report to be shared with Scrutiny Committee members for communication with residents. 	Healthy and Well	Added to pending list: 15.06.23
7.	Early Years Sufficiency and	Children and			Strategic Director of Children and Families	Public InterestSchools' Forum to receive	A County for	Added to pending

² Corporate Leadership Team

	PROPOSED ITEMS FOR SCRUTINY WORK PLAN: UPDATED 15.06.23							
Su	ggested Topics	Directorate	Format	Timings / Meetings	Lead Officer(s)	Notes	Corporate Aim	Decision
	School Place Planning	Families			and Head of Learning and Skills (Gill Curtis)	report on 01/02/24. • Scrutiny would not add value. It would have little influence or ability to change things.	Everyone	list: 15.06.23
8.	Economic Strategy	Places	Report to Committee	• 13/07/23	Strategic Director of Places & Head of Sustainable Economy and Place (Ingrid Hooley)	 Extent Draft Rutland Economic Development Strategy completed. Cabinet to receive report on 11/07/23. 	A Special Place	Added to work plan: 15.06.23
9.	Financial Outturn Position	Resources	Report to Committee	Quarterly: 13/07/23 Other dates TBC ³	Strategic Director of Resources	Performance Committee to identify areas of concern and recommend Cabinet address those areas of concern. Data to be used to inform future work rather than be a detailed inspection of every directorate.	A Modern and Effective Council	Added to work plan: 15.06.23
10.	Health	Adults and Health			Strategic Director of Adults and Health	Public Interest Committee can exercise statutory health powers to call in those responsible for delivery and hold them to account for implementation of health in Rutland but specific area(s) of health would need to be identified. Timings would need to be flexible to fit around specified deadlines.	Healthy and Well	Added to pending list: 15.06.23

³ To Be Confirmed

PROPOSED ITEMS FOR SCRUTINY WORK PLAN: UPDATED 15.06.23

	PROPOSED HEMS FOR SCRUTINY WORK PLAN: UPDATED 15.06.23							
Su	ggested Topics	Directorate	Format	Timings / Meetings	Lead Officer(s)	Notes	Corporate Aim	Decision
11.	Leisure	Places			Strategic Director of Places & Head of Culture and Registration (Robert Clayton)	 Public Interest Outcome of Part 1 Leisure Procurement to be considered by Cabinet on 15.08.23 Depending on the outcome of Part 1 of the Leisure Procurement, the Committee could undertake some forward-thinking policy development on principles of leisure. Clear expectations and timings TBC by CLT. 	Healthy and Well	Added to pending list: 15.06.23
12.	Local Plan	Places	Report to Committee	• 08/02/24 or 21/03/24	Strategic Director of Places & Planning Policy and Housing Manager (Roger Ranson)	Committee to receive report after consultation period on 08/02/24 or 21/03/24 depending on the level of work required following the consultation.	A Special Place	Added to work plan: 15.06.23
13.	SEND Services Inspection	Children and Families	Report to Committee	• 21/09/23	Strategic Director of Children and Families	Performance Committee to receive results of recent SEND inspection and resulting action plan.	A County for Everyone	Added to work plan: 15.06.23
14.	Transport: Bus Network Review	Places	Report to Committee	• 21/09/23	Strategic Director of Places & Transport Operations Manager (Emma Odabas)	ExtentCabinet to receive report on 17/10/23	Sustainable Lives	Added to work plan: 15.06.23
15.	Waste	Places			Strategic Director of Places & Head of Safe and Active Public Realm (Angela Culleton)	Committee would have little to add at this stage following extension of the waste contract.	Sustainable Lives	Added to pending list: 15.06.23

PROPOSED ITEMS FOR SCRUTINY WORK PLAN: UPDATED 15.06.23							
Suggested Topics	Directorate	Format	Timings / Meetings	Lead Officer(s)	Notes	Corporate Aim	Decision
			Committee the nexten (late 202)		Committee to be involved in the next procurement stage. (late 2023/24 or early 2024/25).		

Strategic Overview and Scrutiny Committee Work Plan 2023-24 v1

	Welcome and Apologies			
	Record of Meeting			
	Actions Arising			
	Declarations of Interest			
	Petitions, Deputations and Questions			
	Questions with Notice from Members			
Standing Agenda Items	Notices of Motion from Members			
Standing Agenda items	Consideration of Any Matter Referred to the Committee in Relation to			
	the Call-In of a Decision			
	Scrutiny Recommendations/Outcomes (when required)			
	Review of the Work Plan			
	Group/Panel Updates			
	Any Urgent Business			
	Date of Next Meeting			

Meeting	Proposed Item	Reason/	Author
Date		Format	
	Election of Vice-Chair	Statutory	
		Decision	
	Confirmation of Co-opted Members	Statutory	
		Decision	
	LLR Joint Health Scrutiny	Delegated	
15 th June	Committee: Confirmation of	Decision	
2023	Representation		
	Scrutiny Annual Report 2022-23	Statutory	Chair / Vice Chair / Scrutiny
		Report	Officer
	Annual Work Plan	Statutory	
		Report	
	Scrutiny Improvement Plan	Discussion	Chair / Scrutiny Officer

Meeting Date	Proposed Item	Reason/ Format	Author
	LLR Joint Health Scrutiny	Delegated	
	Committee: Confirmation of	Decision	
	Substitute Member		
	Corporate Performance: Annual	Statutory	Head of Corporate Services
	Progress Report 2022-2023	Report	
	Financial Outturn Position	Report	Strategic Director of
13 th July			Resources
2023	Scrutiny Improvement Plan: Draft	Report	Chair / Scrutiny Officer
	Group/Panel Updates		
	Economic Strategy Task and Finish	Report	Chair of the Task and Finish
	Group: feedback from final meeting		Group
	Asset Review Task and Finish	Terms of	Strategic Director of Places &
	Group	Reference	Head of Property Services

Meeting	Proposed Item	Reason/	Author
Date		Format	

	SEND Delivering Better Value	Report	Strategic Director of Children
21st	Programme		and Families
September	SEND Services Inspection	Report	Strategic Director of Children
2023			and Families
2023	Transport: Bus Network Review	Report	Strategic Director of Places &
			Transport Operations Manager
	Group/Panel Updates		
	Economic Strategy Task and Finish	Report	Chair of the Task and Finish
	Group: final report		Group

Meeting Date	Proposed Item	Reason/ Format	Author
23 rd	Corporate Performance – Mid Year	Statutory Report	Head of Corporate Services (Kevin Quinn)
November	Group/Panel Updates	Report	Chair of Task and Finish
2023	Asset Review Task and Finish Group		Group

Meeting	Proposed Item	Reason/	Author
Date		Format	
25 th	Scrutiny of the Budget	Statutory	Strategic Director of
	Draft Revenue and Capital Budget		Resources
January 2024	2023/24		
_	Scrutiny of the Budget	Statutory	Strategic Director of
[BUDGET]	Fees and Charges 2023/24		Resources

Meeting Date	Proposed Item	Reason/ Format	Author	
8 th February	CQC Inspection Framework	Update Report	Strategic Director of Adults and Health and Adult Social Care Principal Social Worker and Quality Lead	
2024	Local Plan (Date tbc)	Report	Strategic Director of Places & Planning Policy and Housing Manager	

Meeting Date	Proposed Item	Reason/ Format	Author
21 st March 2024	Local Plan (Date tbc)	Report	Strategic Director of Places & Planning Policy and Housing Manager

Meeting Date	Proposed Item	Reason/ Format	Author
	Election of Vice-Chair	Statutory	
		Decision	
22rd Mov	Confirmation of Co-opted Members	Statutory	
23 rd May 2024 DATE TBC		Decision	
	LLR Joint Health Scrutiny	Delegated	
	Committee: Confirmation of	Decision	
	Representation	(TBC)	
	Scrutiny Annual Report 2022-23	Statutory	Scrutiny Officer

	Report
Annual Work Plan	Statutory
	Report





Pending Items for Scrutiny Work Plan 2023/2024 (Updated: 15 June 2023)

The Scrutiny Work Plan outlines the areas of work which are expected to be scrutinised over the coming months/year by or on behalf of the Council's Scrutiny function and any Panels/Task and Finish Groups convened for review work.

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- Ability to have an impact can Scrutiny influence and change things?
- Performance is it an underperforming area or service?
- Extent does it affect a number of residents or a large geographic area?
- Replication is it a new matter? i.e. not discussed in the past 6 months or currently being dealt with

Timescale	Suggested Topics	Directorate	Lead Officer(s)	Notes	Corporate	Decision
(approx.) July 2023	Health	Adults and Health	Strategic Director of Adults and Health	Public Interest Committee can exercise statutory health powers to call in those responsible for delivery and hold them to account for implementation of health in Rutland but specific area(s) of health would need to be identified. Timings would need to be flexible to fit around specified deadlines.	Aim Healthy and Well	
Sept / Oct 2023	Leisure	Places	Strategic Director of Places & Head of Culture and Registration (Robert Clayton)	 Public Interest Outcome of Part 1 Leisure Procurement to be considered by Cabinet on 15.08.23 Depending on the outcome of Part 1 of the Leisure Procurement, the Committee could undertake some forward-thinking policy development on principles of leisure. Clear expectations and timings TBC by CLT. 	Healthy and Well	
Oct. 2023	Access to NHS Dental Services: Update	Adults and Health	NHS England - Dental	 Public Interest Update to be requested from NHS England for Oct 2023. National issue. Item not to be discussed at Scrutiny Committee as scrutiny would have little influence or ability to change things. Update report to be shared with Scrutiny Committee members for communication with residents. 	Healthy and Well	
Dec. 2023	Customer	Resources	Strategic Director of Resources and Head of IT and Customer Services (Andy Nix)	Public Interest Possible impact assessment study by Scrutiny Committee towards end of 2023. CLT to advise.	A Modern and Effective Council	

	PENDING ITEMS FOR SCRUTINY WORK PLAN: UPDATED 15.06.23							
Timescale (approx.)	Suggested Topics	Directorate	Lead Officer(s)	Notes	Corporate Aim	Decision		
Late 2023/24 or Early 2024/25	Waste	Places	Strategic Director of Places & Head of Safe and Active Public Realm (Angela Culleton)	 Extent Committee would have little to add at this stage following extension of the waste contract. Committee to be involved in the next procurement stage. 	Sustainable Lives			
Feb. 2024	Early Years Sufficiency and School Place Planning	Children and Families	Strategic Director of Children and Families and Head of Learning and Skills (Gill Curtis)	 Public Interest Schools' Forum to receive report on 01/02/24. Scrutiny would not add value. It would have little influence or ability to change things. 	A County for Everyone			
TBC	Annual Education Performance Report	Children and Families	Strategic Director of Children and Families and Head of Learning and Skills (Gill Curtis)	Public Interest Scrutiny would not add value and it would have little influence or ability to change things.	A County for Everyone			
TBC	SACRE Annual Report	Children and Families	Strategic Director of Children and Families and Head of Learning and Skills (Gill Curtis)	 Public Interest SACRE Annual Report 2021-2022 published on Council website and all Councillors notified. SACRE Annual Report 2022-2023 to be approved by SACRE on 05.12.23 and published on Council website. No statutory requirement for report to go to Scrutiny/Council. Scrutiny would not add value and it would have little influence or ability to change things (retrospective report). 	A County for Everyone			
TBC	Safety on our Highways	Places	Strategic Director of Places	 Public Interest Community Speedwatch was working effectively. Issue being dealt with by the Community Safety Partnership. Data report due from Leicestershire Police 	A County for Everyone			

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