



9 June 2023

SCRUTINY COMMITTEE –19 JUNE 2023

A meeting of the Scrutiny Committee will be held at 6pm on Monday 19 June 2023 in the Council Chamber at the Town Hall, Rugby.

Members of the public may view the meeting via the livestream from the Council's website.

Mannie Ketley
Chief Executive

A G E N D A

PART 1 – PUBLIC BUSINESS

1. Minutes

To approve the minutes of the meetings held on 30 January 2023 and 18 May 2023.

2. Apologies

To receive apologies for absence from the meeting.

3. Declarations of Interest

To receive declarations of:

(a) non-pecuniary interests as defined by the Council's Code of Conduct for Councillors;

(b) pecuniary interests as defined by the Council's Code of Conduct for Councillors;

(c) notice under Section 106 Local Government Finance Act 1992 – non-payment of Community Charge or Council Tax.

Note: Members are reminded that they should declare the existence and nature of their non-pecuniary interests at the commencement of the meeting (or as soon as the interest becomes apparent). If that interest is a pecuniary interest, the Member must withdraw from the room unless one of the exceptions applies.

Membership of Warwickshire County Council or any Parish Council is classed as a non-pecuniary interest under the Code of Conduct. A Member does not need to declare this interest unless the Member chooses to speak on a matter relating to their membership. If the Member does not wish to speak on the matter, the Member may still vote on the matter without making a declaration.

4. Review of Managing Arrears of Council Tax (report to follow).
5. Survey of Young People.
6. Overview and Scrutiny Work Programme.

Membership of the Committee:

Councillors Mistry (Chair), Mrs Brown, Lawrence, Ms Livesey, Mrs McKenzie, Mrs New, Mrs Parker, Rabin and Mrs Timms

If you have any general queries with regard to this agenda please contact Linn Ashmore, Democratic Services Officer on 01788 533522 or email linn.ashmore@rugby.gov.uk. Any specific queries concerning reports should be directed to the listed contact officer.

Agenda No 5

AGENDA MANAGEMENT SHEET

Report Title:	Survey of Young People
Name of Committee:	Scrutiny Committee
Date of Meeting:	19 June 2023
Contact Officer:	Aftab Razzaq Chief Officer Legal & Governance
Summary:	The Committee is asked to consider the setting up of a Task and Finish Group as detailed within this report.
Financial Implications:	There are no immediate financial implications arising from this report.
Risk Management/Health and Safety Implications:	There are no immediate risk management implications arising from this report.
Environmental Implications:	There are no immediate environmental implications arising from this report.
Legal Implications:	There are no immediate legal implications arising from this report.
Equality and Diversity:	There are no immediate equality and diversity implications arising from this report.

Scrutiny Committee - 19 June 2023

Survey of Young People

Summary

1. The Committee is asked to consider the setting up of a Task and Finish Group as detailed within this report.
2. Delegated Authority be granted to the Chief Officer Legal & Governance in consultation with members of the Scrutiny Committee to formulate a one-page strategy to detail the objectives of the Task and Finish Group.

1. BACKGROUND

During the January 2023 Scrutiny Committee meeting a report was considered in respect of a Motion that was considered at Full Council. This motion was submitted on by Cllr Slinger and seconded by Cllr Mrs O'Rourke and stated the following;

"We call upon the Council to carry out a representative survey of young people in the Borough from the age of 11-25, designed to inform how the Council plans its service delivery, particularly regarding how young people's needs and aspirations can be best addressed by the Council."

A copy of the report considered by the Scrutiny Committee can be found via the following link; [Motion from Council - Survey of Young People](#)

2. NEXT STEPS

During further discussions with the Chief Officer Digital & Communications it has been proposed that the Scrutiny Committee could undertake work which will support the upcoming Communications and Engagement Strategy.

This will avoid any duplication of work in formulating both the Strategy and accompanying action plan as young people will form a key part of this Strategy.

3. RECOMMENDATIONS

It is important that the proposed Task and Finish Group have a robust one-page strategy. This strategy must align with the overall objective of the Motion considered at Full Council and avoid any duplication with the present work that is being undertaken. On this basis it is considered that delegated authority is granted to the

Chief Officer of Legal & Governance and this one-page strategy comprises of the following key objectives;

- How do young people want to be engaged?
- What are the issues that young people want to be engaged upon?
- What issues are important to young people?

Name of Meeting: Scrutiny Committee
Date of Meeting: 19 June 2023
Subject Matter: Survey of Young People
Originating Department: Digital and Communications

DO ANY BACKGROUND PAPERS APPLY YES NO

LIST OF BACKGROUND PAPERS

Doc No	Title of Document and Hyperlink

AGENDA MANAGEMENT SHEET

Report Title:	Overview and Scrutiny Work Programme
Name of Committee:	Scrutiny Committee
Date of Meeting:	19 June 2023
Contact Officer:	Linn Ashmore, Democratic Services Officer
Summary:	The report updates the Committee on the progress of task group reviews within its remit and details the overview and scrutiny forward work programme.
Financial Implications:	There are no financial implications arising from this report.
Risk Management Implications:	There are no risk management implications arising from this report.
Environmental Implications:	There are no environmental implications arising from this report.
Legal Implications:	There are no legal implications arising from this report.
Equality and Diversity:	No new or existing policy or procedure has been recommended.

Scrutiny Committee - 19 June 2023

Overview and Scrutiny Work Programme

Summary

The report updates the Committee on the progress of task group reviews within its remit and details the overview and scrutiny forward work programme.

1. CURRENT REVIEWS

1.2 Access to Emergency Health Care Provision

The task and finish group commenced its work on 21 February, making some changes to the scoping paper and met again on 23 May. There has been a slight change to the membership as Councillor Mrs O'Rourke is no longer able to continue having been appointed as Mayor, and Councillor Willis has stepped down as being a member of Cabinet he is no longer eligible to sit on the task group. The membership of the task and finish group is now; Councillors Sandison (Chair), Mrs Hassell, Mistry, Mrs Roberts (Vice-Chair) and Roodhouse.

The next meeting is due to be held in September when a work programme will be agreed.

1.3 Managing Council Tax Arrears

The Task Group met on 16 February and 6 March. A draft review report was circulated to members of the task and finish group prior to submission to the Committee. This item is covered earlier on the meeting agenda.

1.4 Development of a Landlord Forum

As agreed at the meeting held on 30 January, a task and finish group will be formed to carry out research on the background to successful forums that exist elsewhere and to report back to the Committee on the possible next steps and terms of reference.

There had been a delay in the commencement of the review due to the pre-election period but a call for volunteers has since been made and work was due to commence once the task and finish group was established.

2. WORK PROGRAMME

2.1 Current Work Programme

A copy of the current work programme is attached at Appendix 1. A table listing the motions from Council has been included for reference.

2.2 Items Carried Forward

There are two historic items listed that date back to the 2020/21 municipal year:

Health and Wellbeing

The situation is a significantly different picture to when this topic was originally tabled. The Chief Executive chairs the Rugby Health and Wellbeing Partnership working with a broad range of partners to identify new priorities for the group going forward. The group is made up of representatives from Public Health, the Strategy team and UHCW and GP's. There is also pilot work being carried out around area-based action plans.

This work is already going through a scrutiny process with a broader range of stakeholders including elected Members. In view of this work already being carried out it is proposed that an update be provided at the next meeting and it will be considered whether this item remains in the work programme.

Digital Inclusion

The IT and Digital Strategy was considered and adopted by Council on 19 July 2022.

It is proposed that this is incorporated into the item involving a discussion on performance with the portfolio holder for the digital and communication service area.

3. FORWARD PLAN

The topics currently listed in the Forward Plan for the period July-October 2023 are available to download via the website - [Forward Plan](#).

4. CONCLUSION

The committee is asked to consider and agree the future work programme.

Name of Meeting: Scrutiny Committee
Date of Meeting: 19 June 2023
Subject Matter: Overview and Scrutiny Work Programme

DO ANY BACKGROUND PAPERS APPLY **YES** **NO**

LIST OF BACKGROUND PAPERS

Doc No	Title of Document and Hyperlink

Overview and Scrutiny Work Programme

Date of meeting	Item	Description
All meetings	Motions referred to scrutiny	
All meetings	Overview and Scrutiny Work Programme	Long-term rolling work programme.
11 September 2023	Crime and Disorder	Annual overview to scrutinise decisions made, and actions taken, by the responsible authorities that make up the Rugby Community Safety Partnership in connection with the discharge of their crime and disorder functions.
11 September 2023	Discussion with Portfolio Holder/s and Chief Officer/s	Regulation and Safety Portfolio Holder and Chief Officer for Regulation and Safety to attend.
11 September 2023	Motion relating to Survey of Young People	To be confirmed.
11 September 2023	Draft Overview and Scrutiny Annual Report	An overview of the work carried out by scrutiny during 2022/23.
TBC	Discussion with Portfolio Holder/s and Chief Officer/s	Finance, Performance, Legal and Governance Portfolio Holder and Chief Officers for Finance and Performance and Legal and Governance to attend.
TBC	Potential scrutiny topics	Report on potential items for scrutiny linked to the Corporate Strategy Delivery Plan.
TBC	Discussion with Portfolio Holder/s and Chief Officer/s	Leisure and Wellbeing Portfolio Holder and the Chief Officer for Leisure and Wellbeing to attend (to be confirmed).
TBC	Discussion with Portfolio Holder/s and Chief Officer/s	Communities, Homes, Digital and Communications Portfolio Holder and the Chief Officers for Communities and Homes and Digital and Communications to attend (to be confirmed).
TBC	Discussion with Portfolio Holder/s and Chief Officer/s	Operations and Traded Services Portfolio Holder and the Chief Officers for Operations and Traded Services to attend (to be confirmed).

TBC	Discussion with Portfolio Holder/s and Chief Officer/s	Growth and Investment Portfolio Holder and the Chief Officer for Growth and Investment to attend (to be confirmed).
8 April 2024	Annual Performance Report and discussion with the Leader of the Council	The item will include an update on the strategies and action plans that feed into the delivery of the Corporate Strategy. The Chief Executive to attend.

Items to be scheduled

Item	Report Description/Notes
Research work on the development of a Landlord Forum	Findings of the task and finish group to inform the next steps and terms of reference for a Landlord Forum.
Review of Access to Emergency Health Care Provision	Progress or final review report.
Annual review of Member training and development	Annual overview.
Review of Communication	To include internal and external communication.

Current Reviews

Item	Report Description/Notes
Development of a Landlord Forum	A call for volunteers to sit on the task group is being made.
Review of Access to Emergency Health Care Provision	The task group met on 21 February and 23 May.

Motions from Council

Topic	Progress/Notes
Cost of Living – Reducing Fuel Poverty Cost of Living – Impact of Increases Cost of Living – Impact of the Energy Price Cap	The motions were addressed in a report to the meeting held on 14 November 2022 which identified a number of workstreams. A small sub-group of the committee was formed, made up of one Member from each political group to support the workstreams identified, to feedback to their own political group and to update the committee. A report on the outcomes and additional actions was considered by the Committee on 30 January 2023.
Cost of Living – Impact on Children	A report was considered by the Committee on 30 January 2023. No further immediate action was required.
Business Hubs	A report was considered by the Committee on 30 January 2023. No further scrutiny was required.
Gypsy and Traveller Pitches	A report was considered by the Committee on 30 January 2023. No further scrutiny was required.
Survey of Young People	A report was considered by the Committee on 30 January 2023. A further report on the initial action plan has been scheduled into the work programme for the meeting on 11 September 2023.
Landlord Forum	A report was considered by the Committee on 30 January 2023. A task and finish group will be established to carry out research on successful examples of Landlord Forums and inform the next steps and terms of reference.

Future work programme Items carried over from 2020/21. It is suggested these are removed from the work programme

Topic	Timescale	Notes
Health and Wellbeing	To be agreed	Linked to recovery of the Covid-19 pandemic. A place-based Health and Wellbeing Strategy had initial conversations between the Chief Officer for Leisure & Wellbeing and Chief Officer Communities & Homes to outline the development of the new strategy. External advice is currently being sought to support the development of the Health and Wellbeing Partnership arrangements and the creation of a Place-based Rugby strategy.
Digital Inclusion	To be agreed	The IT and Digital Strategy was considered and adopted by Council on 19 July 2022.