

4 October 2017

BROOKE OVERVIEW AND SCRUTINY COMMITTEE – 12 OCTOBER 2017

A meeting of the Brooke Overview and Scrutiny Committee will be held at 5.30pm on Thursday 12 October 2017 in Committee Room 1, Town Hall, Rugby.

Councillor Claire Edwards
Chair of Brooke Overview and Scrutiny Committee

A G E N D A

PART 1 – PUBLIC BUSINESS

1. Minutes

To confirm the minutes of the meeting held on 13 July 2017.

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. Scoping of reviews of Recycling and Waste, Fly Tipping and Street Cleaning – presentation by the Waste and Transport Manager
5. Overview and Scrutiny Work Programme 2017/18

Any additional papers for this meeting can be accessed via the website.

Membership of the Committee:

Councillors Claire Edwards (Chair), Mrs A'Barrow, Mrs Bragg, Cranham, Keeling, Mrs New, Pacey-Day, Srivastava and Dr Williams

If you have any general queries with regard to this agenda please contact Veronika Beckova, Democratic Services Officer (01788 533591 or e-mail veronika.beckova@rugby.gov.uk). Any specific queries concerning reports should be directed to the listed contact officer.

If you wish to attend the meeting and have any special requirements for access please contact the Democratic Services Officer named above.

AGENDA MANAGEMENT SHEET

<i>Name of Meeting</i>	Brooke Overview and Scrutiny Committee
<i>Date of Meeting</i>	12 October 2017
<i>Report Title</i>	Overview and Scrutiny Work Programme 2017/18
<i>Ward Relevance</i>	None
<i>Contact Officer</i>	Veronika Beckova, Democratic Services Officer, Tel: 01788 533591
<i>Summary</i>	The report updates the committee on the progress of reviews within its remit and details the overview and scrutiny forward work programme for 2017/18.
<i>Financial Implications</i>	There is a budget of £500 available in 2017/18 to spend on the delivery of the overview and scrutiny work programme.
<i>Risk Management Implications</i>	There are no risk management implications arising from this report.
<i>Environmental Implications</i>	There are no environmental implications arising from this report.
<i>Legal Implications</i>	There are no legal implications arising from this report.
<i>Equality and Diversity</i>	No new or existing policy or procedure has been recommended.

Public Report to the Brooke Overview and Scrutiny Committee

12 October 2017

Overview and Scrutiny Work Programme 2017/18

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 for 2017/18.

1. PROGRESS ON SCRUTINY REVIEWS

1.1 World Rugby Hall of Fame

The scrutiny group will meet next on Monday 23 October to discuss the draft review report before submission to Brooke Overview and Scrutiny Committee on 7 December and to Cabinet on 8 January 2018.

2. FUTURE WORK PROGRAMME

The content of each committee's work programme has been agreed by the Chairs and a copy of the future work programme is appended. Committee members are invited to suggest items for inclusion.

3. CONCLUSION

The committee is asked to:

- note the progress in the task group reviews; and
- agree the future work programme for the committee.

Name of Meeting: Brooke Overview and Scrutiny Committee

Date of Meeting: 12 October 2017

Subject Matter: Overview and Scrutiny Committee Work Programme 2017/18

LIST OF BACKGROUND PAPERS

There are no background papers relating to this item.

Overview and Scrutiny Work Programme 2017/18

Whittle 17 October 2017 (change of date)

Topic	Description
Scoping of review of Communication, Engagement and Public Consultation	Internal and external communication. How to better engage with the public. Improvements to the website Meetings calendar. Better engagement with rural wards.

Joint Overview and Scrutiny Meeting 6 November 2017

Topic	Description
Meeting with Portfolio Holders	Question and answer style discussion on performance with the portfolio holders

Brooke 7 December 2017

Topic	Description
Scoping of the review of Members' IT and Digitalisation	Reduce paper and make savings. Use of IT equipment and software. Members' use of Office 365. Costs of paper vs electronic means. Improvements to the Council Chamber.
Finance and Performance Monitoring 2017/18 Q2	Monitoring of finance and performance
Benn Hall	18-month review of the marketing and business plan
Review of The World Rugby Hall of Fame	Final review report

Whittle 15 January 2018

Topic	Description
Review of Town Centre Heritage	Draft review report
Public Spaces Protection Order Scrutiny Sub-Group	Progress report
Member Training Needs	Short item to consider the forward training programme

Joint Overview and Scrutiny Meeting 29 January 2018

Topic	Description
Leader and Executive Director	Discussion of performance and future strategy with Leader and Executive Director

Brooke 15 February 2018

Topic	Description
Finance and Performance Monitoring 2017/18 Q3	Monitoring of finance and performance
Homelessness	12 month update

Work Programme Workshop 7 March 2018

Topic	Description
Work Programme Workshop	Public workshop to discuss topics for scrutiny reviews during 2018/19

Whittle 12 March 2018

Topic	Description
Crime and Disorder	Annual review
SLA's with external organisations	Update on progress since new arrangements in place
Air Quality Monitoring	Progress since report to Whittle on 11 September

Brooke 12 April 2018

Topic	Description
Rugby Youth Council	Update on the work of the RYC, MYP and VOX Feedback following the county wide Mental Health Conference in March 2018
Overview and Scrutiny Annual Report 2017/18	Draft annual report prior to submission to Council
Overview and Scrutiny Workshop 2017/18	Outcomes of the annual workshop