



26 February 2024

## SCRUTINY COMMITTEE –5 MARCH 2024

A meeting of the Scrutiny Committee will be held at 6pm on Tuesday 5 March 2024 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 meeting held on 29 January 2024.

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. Telephony System – to receive a verbal update.
5. Monitoring of Engagement of Consultation Exercises (report to follow).
6. Scrutiny Review by Centre for Governance and Scrutiny (report to follow).
7. 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](mailto:linn.ashmore@rugby.gov.uk). Any specific queries concerning reports should be directed to the listed contact officer.*

***AGENDA MANAGEMENT SHEET***

<b>Report Title:</b>	Overview and Scrutiny Work Programme
<b>Name of Committee:</b>	Scrutiny Committee
<b>Date of Meeting:</b>	5 March 2024
<b>Contact Officer:</b>	Linn Ashmore, Democratic Services Officer
<b>Summary:</b>	The report updates the Committee on the progress of task group reviews within its remit and details the overview and scrutiny forward work programme.
<b>Financial Implications:</b>	There are no financial implications arising from this report.
<b>Risk Management Implications:</b>	There are no risk management implications arising from this report.
<b>Environmental Implications:</b>	There are no environmental implications arising from this report.
<b>Legal Implications:</b>	There are no legal implications arising from this report.
<b>Equality and Diversity:</b>	No new or existing policy or procedure has been recommended.

**Scrutiny Committee - 5 March 2024**

**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**

One final meeting with the Integrated Care Board representatives will be held before the task and finish group collates its findings. The date is to be confirmed.

**1.3 Development of a Landlord Forum**

The position is as reported at the last meeting held on 29 January. The task and finish group aim to meet again in September/October.

**1.4 Young People in the Borough**

The task and finish group held its first meeting on 13 February and decided to invite the National Youth Agency, with regards to advice and support for potential young people engagement schemes that have worked successfully in other Local Authorities, and representatives from the Co-production team at Wolverhampton City Council to the next meeting. Some slight changes have been made to the one-page strategy including the age range, objectives and methods of engagement.

**1.5 Live Music Scene**

The task and finish group met on 20 February 2024 and agreed the content of a survey and gap analysis. The group discussed holding a community engagement event and a possible venue.

## **1.6 Managing Arrears of Council Tax**

Following the conclusion of the task and finish group there has been further engagement with the relevant chief officers and a verbal update will be given at the meeting.

## **1.7 Digital Exclusion**

A call for volunteers was made but there are not yet enough Members to form a task and finish group.

## **1.8 Community Supermarket**

Responses to a call for volunteers are awaited.

## **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.

## **3. FORWARD PLAN**

The topics currently listed in the Forward Plan for the period March to June 2024 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:** 5 March 2024  
**Subject Matter:** Overview and Scrutiny Work Programme

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

**LIST OF BACKGROUND PAPERS**

<b>Doc No</b>	<b>Title of Document and Hyperlink</b>

## 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.
TBC	Potential scrutiny topics	Report on potential items for scrutiny linked to the Corporate Strategy Delivery Plan.
17 June 2024	Discussion on performance with Portfolio Holder	The Portfolio Holder and Chief Officer for Leisure and Wellbeing will attend.
9 September 2024	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.
18 November 2024	To be agreed	
27 January 2025	To be agreed	
17 March 2025	To be agreed	

### 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	Final review report.
Annual review of Member training and development	Annual overview.

Review of Communication	To include internal and external communication.
Provision of Youth Services	A response from the Portfolio Holder at WCC was circulated by email. Links to the review of Young People in the Borough.
Road improvements at Avon Mill/Hunters Lane	Warwickshire County Council has agreed to attend a future meeting.
Warm Banks	Monitoring of warm banks.

### Current Reviews

Item	Report Description/Notes
Development of a Landlord Forum	The review work is ongoing.
Review of Access to Emergency Health Care Provision	The review work is nearing completion.
Digital Exclusion	The review work will commence once a task and finish group has been established.
Live Music Scene	The review work is ongoing.
Young People in the Borough	The review work is ongoing.
Managing Arrears of Council Tax	An update has been included on the agenda.
Community Supermarket	The review work will commence once a Task and Finish Group has been established.



**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/Young People in the Borough	A report was considered by the Committee on 30 January 2023. A task and finish group has been established.
Landlord Forum	A report was considered by the Committee on 30 January 2023. A task and finish group has been established to carry out research on successful examples of Landlord Forums and inform the next steps and terms of reference.
Rugby's Live Music Scene	A report was considered on 11 September 2023 and a task and finish group has been established.
Digital Exclusion	A report was considered on 20 November and a task and finish group is being established.
Community Safety	Council on 25 October 2023 referred a motion to Scrutiny Committee. A report was considered on 20 November 2023. No further scrutiny was required. An overview would be maintained.
Community Supermarket	A report was considered on 29 January 2024 and a task and finish group is being established.
Monitoring of Engagement of Consultation Exercises	An item has been included on the agenda.

**Work programme Items carried over from 2020/21. The Committee may decide whether to remove these 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. 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.