



Report to Overview & Scrutiny Management Committee (OSMC) Thursday 20th July 2017

Report of: Policy & Improvement Officer

Subject: Draft OSMC Work Programme 2017/18

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The Committee's draft Work Programme is attached for consideration, Appendix 1. It is proposed that the Committee focus on performance management, finance and a small number of corporate and city-wide issues; as well as having an overview of the work of the four Scrutiny Committees. This would give each meeting a specific focus, with 1-2 main agenda items and brief standing items on 'Issues to raise from other Scrutiny Committees' and the Work Programme.

The Committee will need to prioritise the issues to be included on formal meeting agendas. In doing this, the Committee may wish to reflect on the prioritisation principles attached at Appendix 2, to ensure that scrutiny activity is focussed where it can add most value.

Where an issue is not appropriate for inclusion on a meeting agenda, but there is significant interest from members, the Committee can choose to request a written briefing paper.

The work programme will remain a live document and is brought to each committee meeting.

The Scrutiny Committee is being asked to:

- Consider and discuss the committees Draft Work Programme for 2017/18
 - Identify any priority topics for inclusion in the Work Programme
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Overview & Scrutiny Management Committee (OSMC) Draft Work Programme 2016-17

Chair: Cllr Chris Peace

[Meeting Papers on SCC Website](#)

Meeting day/ time: Thursday 1-4pm (*apart from February 2018*)

Please note: the Work Programme is a live document and so is subject to change.

Topic	Reasons for selecting topic	Lead Officer/s	Agenda Item/ Briefing paper
Thursday 20th July 2017			
Annual Performance Update 2016-17, a report of the Director of Policy, Performance and Communications Page 78	To consider an overview of Council performance and identify any areas which require further consideration by OSMC or another scrutiny committee.	James Henderson, Director of Policy, Performance and Communications Andrew Walshaw, Performance & Research Manager Portfolio Directors	Agenda Item
Draft Combined Scrutiny Work Programme 2017-18 and update from Chairs	To receive a copy of the Combined Draft Work Programme for the 5 scrutiny committees and any update from Chairs.	Scrutiny Chairs	Agenda Item
OSMC Draft Work Programme 2017-18, a report of the Policy & Improvement Officer	To consider and discuss the committees Work Programme for 2017/18.	Diane Owens, Policy & Improvement Officer	Agenda Item

Thursday 19th October 2017

The Future of Local Government Funding, a report of the Director of Finance & Commercial Services	A report on the current and future position in terms of local government funding, to include changes to business rates.	Marianne Betts, Director of Finance & Commercial Services (Interim) Other attendees tbc.	Agenda Item
Other Agenda Item/s – tbc			Agenda Item
Presentation topics for the January 2018 Council Meeting	To identify one or two topics for the meeting of Full Council to be held in January, 2018.	Paul Robinson, Principal Committee Secretary, Democratic Services	Agenda Item
OSMC Work Programme 2017/18	To consider and discuss the committees Work Programme for 2017/18.	Diane Owens, Policy & Improvement Officer	Agenda Item
Issues to raise from other Scrutiny Committees	To receive any updates from scrutiny chairs.	Scrutiny Chairs	Agenda Item

Thursday 16th November 2017

Work Based Development and Wellbeing (Human Resources)	Details tbc	Lynsey Linton, Head of Human Resources Other attendees tbc	Agenda Item
Sheffield City Region - Devolution Update	To provide an update on Sheffield City Region Devolution, following the public consultation that is due to take place over the summer of 2017 and outlining next steps.	Laurie Brennan, Policy & Improvement Manager Other attendees tbc	Agenda Item
OSMC Work Programme 2017-18	To consider and discuss the committee's Work Programme for 2017/18.	Diane Owens, Policy & Improvement Officer	Agenda Item
Issues to raise from other Scrutiny Committees	To receive any updates from scrutiny chairs.	Scrutiny Chairs	Agenda Item

14th February 2018 (10am-1pm)

Revenue Budget 2018/19 and Capital Programme 2018/19	To consider the Council's budget proposal in advance of Cabinet.	Cllr Olivia Blake, Deputy Leader and Cabinet Member for Finance Eugene Walker, Acting Executive Director of Resources Dave Phillips, Head of Strategic Finance Other attendees tbc.	Single Agenda Item
Draft Work Programme 2017-18	To consider and discuss the committee's Work Programme for 2017-18.	Diane Owens, Policy & Improvement Officer	Agenda Item
Issues to raise from other Scrutiny Committees	To receive any updates from scrutiny chairs.	Scrutiny Chairs	Agenda Item

19th April 2018			
How Sheffield City Council Would like to do Business - Ethical Procurement	Details tbc	Marianne Betts, Director of Finance & Commercial Services (Interim) Other attendees tbc.	Agenda Items
Customer Experience Strategy, including an update on the new Council website, a report of the Director of Policy, Performance and Communications	To provide an update on the Customer Experience Strategy and the Council's New Website, which launched in April 2017. To include performance and customer feedback. Following discussion at the February 2017 OSMC meeting, it will also cover accessibility of EIA's (Equality Impact Assessments).	James Henderson, Director of Policy, Performance and Communications - tbc Other attendees - tbd	Agenda Item
Scrutiny Annual Report 2017-18 Draft Content & Work Programme 2018-19	This report provides the Committee with a summary of its activities over the municipal year for inclusion in the Scrutiny Annual Report 2017-18. It also includes a list of topics which it is recommended be put forward for consideration as part of the 2018-19 Work Programme for this committee.	Diane Owens, Policy & Improvement Officer	Agenda Item
Issues to raise from other Scrutiny Committees	To receive any updates from scrutiny chairs.	Scrutiny Chairs	Agenda Item
Other Possible Topics			
Public engagement	To discuss public engagement in scrutiny.		

Selecting Scrutiny topics

This tool is designed to assist the Scrutiny Committees focus on the topics most appropriate for their scrutiny.

- **P**ublic Interest
The concerns of local people should influence the issues chosen for scrutiny;
- **A**bility to Change / Impact
Priority should be given to issues that the Committee can realistically have an impact on, and that will influence decision makers;
- **P**erformance
Priority should be given to the areas in which the Council, and other organisations (public or private) are not performing well;
- **E**xtent
Priority should be given to issues that are relevant to all or large parts of the city (geographical or communities of interest);
- **R**eplication / other approaches
Work programmes must take account of what else is happening (or has happened) in the areas being considered to avoid duplication or wasted effort. Alternatively, could another body, agency, or approach (e.g. briefing paper) more appropriately deal with the topic

Other influencing factors

- **Cross-party** - There is the potential to reach cross-party agreement on a report and recommendations.
- **Resources**. Members with the Policy & Improvement Officer can complete the work needed in a reasonable time to achieve the required outcome

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