

NON EXEMPT

EAST HAMPSHIRE DISTRICT COUNCIL

OVERVIEW & SCRUTINY COMMITTEE

23 June 2020

**DRAFT OVERVIEW & SCRUTINY COMMITTEE
WORK PROGRAMME 2020/21**

Democratic Services Officer

FOR DECISION

Key Decision: No

**Report No
EHCL/016/2020**

1.0 Purpose of Report

- 1.1 The purpose of this report is for the committee to agree a work programme for the coming year.
- 1.2 A draft work programme for consideration is attached at Appendix A.

2.0 Recommendation

- 2.1 That the Overview & Scrutiny Committee agree a work programme for 2020/21.

3.0 Summary

- 3.1 As the Committee develops its role within the Council it is important that an agreed work programme including the aim of each topic and the process by which scrutiny will be undertaken be clearly set out.
- 3.2 The work programme sets out a number of different possible scrutiny methods which can be tailored to best suit the topic. These can include task and finish groups, challenge sessions and full meetings of the Committee.
- 3.3 The Committee enjoyed a number of briefing sessions last year and the committee must now consider if the information shared was adequate or if additional scrutiny is required and if so, how that should be undertaken.
- 3.4 On behalf of the committee the leader has been asked if there are any topics which the executive feel are important for the effective administration of the Council. The committee will also be acutely aware of the Council's role in the

current response to the pandemic. This has resulted in two suggestions from the executive.

- i) a review of the digital and remote meeting capability of the Council with a view to making a recommendation on the best approach for the future.
- ii) To review the Covid-19 response report.

3.5 The review of the Councils remote meeting capability is very much a looking forward requirement to meet a potential long term need to promote the democratic role of the council. The committee may wish to look at how this could be achieved, potential costs, interaction with allowances etc.

3.6 The covid-19 review report is a summary of the actions taken by the council and a synopsis of the work done. The Council is a learning organisation and therefore conscious that feedback and analysis on what has been done and how it was achieved may provide a platform for further improvements. The committee will cover a wide spectrum of experience the role as member, users of services, community leads and volunteer coordinators. A second pair of eyes to review with the benefit of hindsight should provide valuable insight into what has work well and what requires improvement.

3.7 Appendix 1 sets out a suggested list of topics to be covered by the Committee.

4.0 Implications

4.1 Resources:

The Committee and Task and Finish Groups will be supported by a member of the Democratic Services Team.

4.2 Legal:

n/a

4.3 Strategy:

4.4 Risks:

n/a

4.5 Communications:

None directly from this report.

4.6 Customers & Community:

None directly from this report.

4.7 Integrated Impact Assessment (IIA):

n/a

5.0 Consultation

5.1 The Chairman of the Overview & Scrutiny Committee was consulted in the development of the draft work programme .

Appendices:

Appendix 1 - Draft Work Programme 202-21

Agreed and signed off by:

Legal Services: David Brown, Head of Legal Services: 15/6/2020

Finance: Lydia Morrison, Chief Finance Officer: 15/6/2020

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