

Overview & Scrutiny Committee  
30 July 2024

Title: Work Programme, Forward Plan & Comments from Cabinet  
Lead Officer: Graham Leach, Head of Governance and Monitoring Officer  
Portfolio Holder: Not applicable  
Public report  
Wards of the District directly affected: Not applicable

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### Summary

This report informs Members of Overview & Scrutiny Committee of the Committee's work programme for 2024-2025 (Appendix 1) and seeks confirmation of approach of a number of areas in respect of that work plan.

### Recommendations

- (1) That Members consider the work programme (Appendix 1), the themes the Committee intends to scrutinise this year and agree changes to its Work Programme appropriately, including setting revised dates or approaches for:
    - (a) General housing repairs & voids Contract ref WDC0007
    - (b) Change Programme – Case for Change – a specific update on Change Programme progress following the Programme Board meeting scheduled in June 2024
    - (c) Future High Streets Fund update – Short update.
  - (2) That the Committee:
    - identifies any Cabinet items on the [Forward Plan](#) on which it wishes to have an input before the Cabinet makes its decision; and
    - nominates a Member to investigate that future decision and report back to the Committee.
  - (3) That the Committee confirms which corporate project it wishes to consider first, based on the shared views set out in the report at Paragraph 1.17 of the report.
  - (4) That the Committee confirms the approach it wishes to take in respect of scrutiny of the Council's responsibility for homelessness as set out within its work programme.
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## 1 Background/Information & Reasons for the Recommendation

- 1.1 The five main roles of overview and scrutiny in local government are: holding to account; performance management; policy review; policy development; and external scrutiny.

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- 1.2 Two of the five main roles of overview and scrutiny in local government are to undertake pre-decision scrutiny of Cabinet decisions and to feed into policy development.
- 1.3 The pre-decision scrutiny of Cabinet decisions falls within the role of 'holding to account'. To feed into the pre-decision scrutiny of Cabinet decisions, the Committee needs to examine the Council's Forward Plan and identify items which it would like to have an impact upon.
- 1.4 The Council's Forward Plan is published 28 days before each Cabinet meeting and sets out the key decisions that are expected to be taken by the Cabinet in the next twelve months.
- 1.5 A key decision means a decision made in the exercise of an executive function by any person (including officers) or body which meets one or more of the following conditions:

- (1) The decision is likely to result in the Council incurring expenditure or the making of savings in excess of £150,000. Excluded from this are all loans to banks or other financial institutions made in accordance with the Treasury Management Strategy.

Officers' delegated powers to make the cabinet decisions are subject to the key decision/call-in regime where it is likely that the Council would incur expenditure or make savings above the threshold of £150,000.

In relation to letting contracts the key decision is the proposal to let a contract for a particular type of work. The subsequent decision to award the contract to a specific contractor will not be a key decision provided the value of the contract does not vary above the estimated amount by more than 10% for contracts with a value of up to £500,000 or 5% for contracts of over £500,000.

- (2) The decision is likely to be significant in terms of its effects on communities living or working in any two or more Wards.

In considering whether a decision is likely to be significant, a decision-maker will need to consider the strategic nature of the decision and whether the outcome will have an impact, for better or worse on the amenity of the community or quality of service provided by the Council to a significant number of people living or working in the locality affected.

- 1.6 The Forward Plan is considered at each meeting and allows the Committee to look at future items and become involved in those Cabinet decisions to be taken if members so wish.
- 1.7 The Forward Plan also identifies non-key decisions to be taken by Cabinet in the next twelve months, and the Committee, if it wishes, may also pre-scrutinise these decisions.
- 1.8 There may also be policies identified on the Forward Plan, either as key or non-key decisions, which the Committee could pre-scrutinise and have an impact upon how these are formulated.

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- 1.9 The Committee should be mindful that any work it wishes to undertake would need to be undertaken without the need to change the timescales as set out within the Forward Plan.
- 1.10 At each meeting, the Committee will consider its work programme and make amendments where necessary, and also make comments on specific Cabinet items, where notice has been given by 9am on the morning after Group meetings. The Committee will also receive a report detailing the response from the Cabinet, on the comments the Committee made on the Cabinet agenda in the previous cycle.
- 1.11 The Committee will consider issues that have due significance with reference to the following criteria:
  - The number of residents impacted and the significance of that impact.
  - The amount of spend involved.
  - It concerns a strategic priority of the Council or key project.
- 1.12 On the day of publication of the Cabinet agenda all Councillors are sent an e-mail asking them to contact Committee Services, by 9.00am on the day of the Overview and Scrutiny Committee meeting to advise which Cabinet items they would like the Committee to consider.
- 1.13 There were three items due to come this meeting that have not been presented, these are (1) General housing repairs & voids Contract ref WDC0007, (2) Change Programme – Case for Change – a specific update on Change Programme progress following the Programme Board meeting scheduled in June 2024 and (3) Future High Streets Fund update. There are specific challenges with each of these report to meet these timescales so it is proposed that in respect of (2) and (3) and update is provided to all Councillors during August which is then reported to this Committee at its next meeting (as an appendix to the work programme). In respect of (1) the Committee ask officers to review this based on the priorities recognizing that the Head of Neighbourhood and Assets is due to retire from the Council at the end of July.
- 1.14 Projects – As discussed at the meeting of the Committee on 8 July 2024 all members of the Committee had been asked to select their personal top three projects the Committee should consider. At the time of the meeting only four of the Committee had responded and further responses had since been received. A summary of the responses received is set out in Table 1 below:

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Councillor	1	2	3
<b>ARMSTRONG</b>	Tachbrook Country park	Covent Garden car park	Community Stadium
<b>BARTON</b>	No response	No response	No response
<b>C WIGHTMAN</b>	Planning Framework for Leamington's Creative Quarter	Kings High School Site Regeneration	Harbury Lane Gypsy and Travellers Site
<b>COLLINS</b>	Travellers Site on Harbury Lane	BT Park (Phases 1-3, but specifically finishing phase 1 ASAP)	Oakley Wood Path CPO
<b>DAY</b>	Tachbrook Country park	Leamington Town Centre	Trees for the Future programme
<b>D HARRISON</b>	Tachbrook Country Park	Myton Road Cycle Path	Europa Way Cycle Bridge
<b>LUCKHURST</b>	No response	No response	No response
<b>MILTON</b>	No response	No response	No response
<b>PAYNE</b>	No response	No response	No response
<b>REDFORD</b>	Investment Zone	Leamington Town Centre	Covent Garden Car Park
<b>RUSSELL</b>	Covent Garden car park	Community Stadium	Leamington Town Centre
<b>ADKINS</b>	Covent Garden car park	Travellers Site on Harbury Lane	Leamington Town Centre

1.15 Both the Covenant Garden Car Park and Tachbrook Country Park received four requests each. However the Covenant Garden project interlinks with Leamington Town Centre project (including the potential wider areas of transformation/ relocations). There are also six votes for projects arounds the Masterplan for the Fusilier's Way development which was reported to Cabinet on 10 July 2024. This leaves the following areas with single requests:

- Trees for the Future programme
- Europa Way Cycle Bridge
- Oakley Wood Path CPO
- Kings High School Site Regeneration
- Investment Zone

1.16 Informal discussions were had with the project sponsor for the top three areas (Covenant Garden/Leamington Town Centre, Masterplan for Fusilliers Way and Tacbrook Country Park) and from these it was advised a good area to start would be the Country Park. The proposal was that the report to Scrutiny would cover:

- Purpose of the project
- Timeline for delivery

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- Are the Skills and resources being in place to deliver
- Budget (is it inline within original agreed budget, what changes have happened and why)
- Governance of project
- Project risks
- Any learning points from the project so far

1.17 Homelessness – As set out on the work programme the Committee need to discuss and formulate a brief for a report to be considered on the Homelessness within Warwick District and also agree a date for this to come back to Committee.