

## **Overview and Scrutiny Committee Work Programme 2018/2019**

This work programme provides a summary on the main areas of work of the Sheffield City Region Combined Authority Overview and Scrutiny Committee.

Setting a work programme for the committee is an important stage in the Overview and Scrutiny process as it identifies and prioritises the key topics that will be considered over the next 12 months. The issues are chosen, prioritised and based on the impact that Scrutiny can have on the decision-making process and local communities.

To help assess their suitability for scrutiny review, Members will ask themselves the following questions on any potential topics:

- Is the topic referred for scrutiny review of a key decision?
- How strong is the interest (in the topic) amongst members and inhabitants of the Combined Authority area?
- Is the topic important to my constituents?
- Is this an area of under-performance? Is there any evidence of this?
- Could the topic be improved by fresh objectives or extra resources?
- How will a review help to achieve the strategic objectives of the Combined Authority and LEP?
- Will a scrutiny review help to hold the Combined Authority to account or will it help to support their work?
- Could a scrutiny review add real value to the Combined Authority and its inhabitants?

Topics are not suitable for scrutiny when:

- The issue is already being addressed elsewhere and change is imminent
- The topic would be better addressed elsewhere (and will be referred there)
- Scrutiny involvement would have limited or no impact upon outcomes
- The topic is too broad to make a review realistic
- New legislation or guidance relating to the topic is expected within the next 12 months.

Please see diagram overleaf.

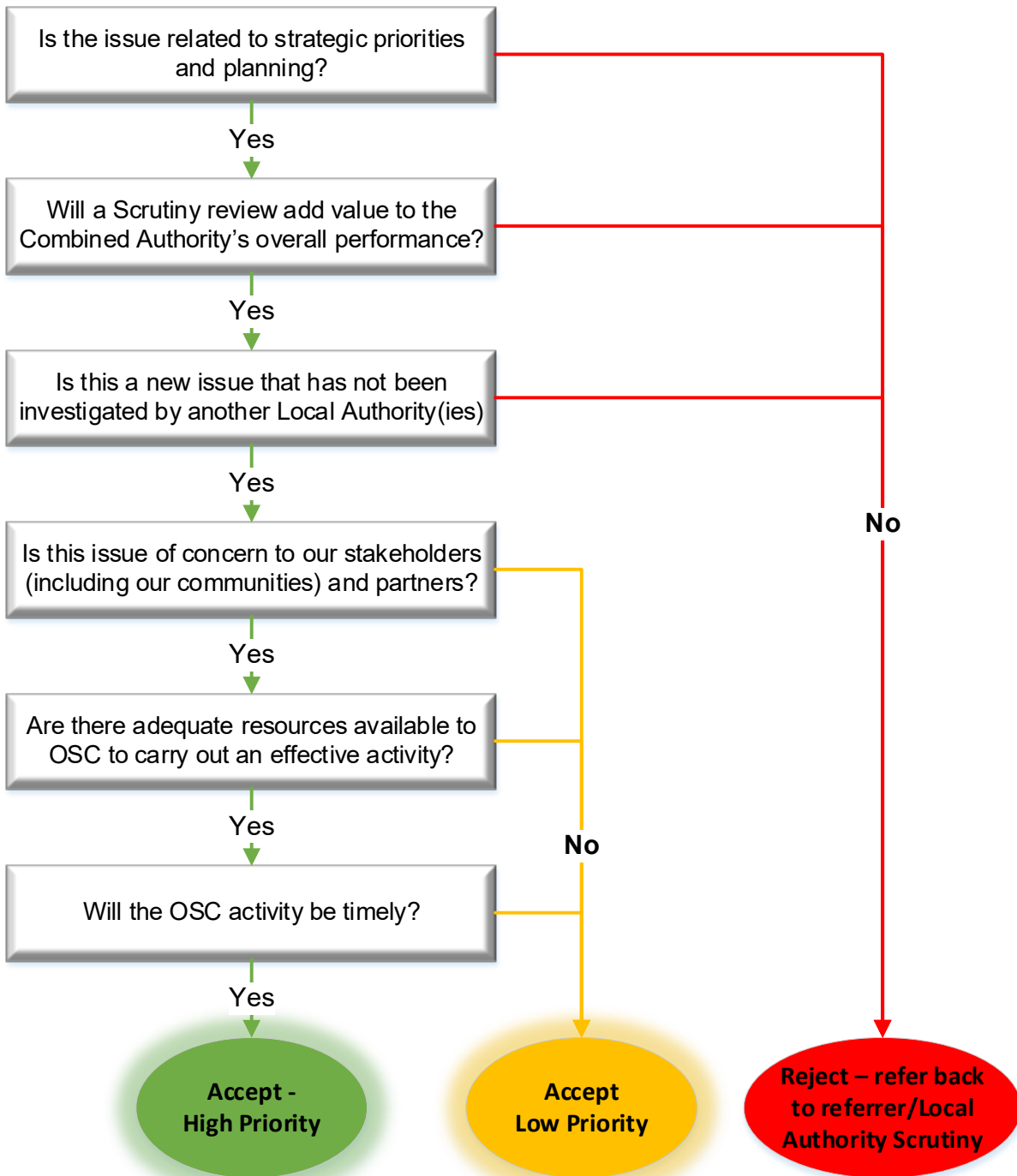
For every item on the work programme/new referral, the following should be clear:

- What is the issue/activity/project under consideration?
- What is scrutiny being asked to do?
- What are the reasons for/expected benefits of involving scrutiny in the matter?
- Is there a specific deadline for the piece of work?

The Overview and Scrutiny Work Programme is a 'live' document and is subject to change throughout the year to reflect the needs of the committee and influence on Sheffield City Region Combined Authority policy.

The items which appear on the Sheffield City Region's Forward Plan of Key Decisions form the basis of the of the Overview and Scrutiny Committee's Work Plan. However, referrals from OSC members, members of the Combined Authority are welcomed and will be discussed and placed on the Work Programme following discussion at the quarterly Work Planning and Agenda setting meetings. The Work Planning and Agenda Setting meetings are attended by the OSC Chair, Vice Chair, SCR Scrutiny Officer and Joint Authorities Governance Unit's Principal Policy/Communications Officer.

**Sheffield City Region  
Overview and Scrutiny Committee  
Work Planning Matrix**



Date of Meeting: 27 September 2018 Meeting Type: Informal - Private			
Referral Source	Topic for discussion	Lead Officer(s)	OSC Objectives & Notes
OSC	LGF – From Inception to Contract Award.	Workshop	Workshop delivered by Melanie Dei Rossi, Felix Kumi-Ampofo and Sue Sykes.
Date of Meeting: 18 October 2018 Meeting Type: Formal - Public			
Referral Source	Topic for discussion	Lead Officer(s)	OSC Objectives & Notes
Cllr Steele (July 2018)	Community Transport Budget	Ben Gilligan	<p>The focus of the review to review the provision made for isolated communities and vulnerable people who do not have access to public transport (as South Yorkshire has many areas likes this).</p> <p>How can we ensure that isolated communities and vulnerable people have access to decent transport to enable them to participate in social or leisure activities and access to work and learning opportunities?</p>
Christine Marriott (Sept 18)	Mayoral CA OSC function – scrutinising the Mayor.	Ruth Adams	<ul style="list-style-type: none"> <li>Proposals put forward in Decision Note from Ruth Adams regarding suggested approach.</li> <li>Members have requested further discussion at OSC meeting.</li> </ul>
Cllr Saunders (Aug 2018)	Scrutiny of processes in use by SYPTE for co-ordinating road works and public transport diversions.	Ben Gilligan	There have been events reported to Cllr Saunders whereby bus routes have been diverted due to 3 lots of roadworks within close proximity to one another. It seems that no notification of this was given to customers of the bus diversions which resulted in significant problems for the older people living in these communities as they were unable to access shopping, medical and social activities during one of the hottest summers on record. This situation is not unique to one area within the City Region.
Cllrs Jones, Saunders and Furness (Jul 2018)	Request to convene a task and finish group regarding Superfast South Yorkshire.	Christine Marriott	Information provided by the programme team following the OSC meeting in April 2018 is regarded to be incomplete.
Date of Meeting: 22 November 2018 Meeting Type: Informal - Private			
Referral Source	Topic for discussion	Lead Officer(s)	OSC Objectives & Notes
	KLOEs – Scrutinising the Mayor	Workshop	Workshop to set Key Lines of Enquiry based on the Mayor's Manifesto Implementation Plan.

<b>Date of Meeting: 17 January 2019</b>			
<b>Meeting Type: Formal - Public</b>			
<b>Referral Source</b>	<b>Topic for discussion</b>	<b>Lead Officer</b>	<b>OSC Objectives &amp; Notes</b>
OSC 26/07/18	Housing Investment Fund	Colin Blackburn	<ul style="list-style-type: none"> <li>Progress and performance of the Housing Investment Fund to be reported back to the OSC.</li> <li>Feedback is also required on how the HIF schemes have progressed.</li> </ul>
Agenda Setting Working Group (Jul 2018)	Business Investment Fund	Helen Lazarus	The OSC aim to gain an understanding of the Business Investment Fund and its remit.
<b>Date of Meeting: 14 February 2019</b>			
<b>Meeting Type: Informal - Private</b>			
<b>Referral Source</b>	<b>Topic for discussion</b>	<b>Lead Officer(s)</b>	<b>OSC Objectives &amp; Notes</b>
	tbc	tbc	tbc
<b>Date of Meeting: 14 March 2019</b>			
<b>Meeting Type: Informal - Private</b>			
<b>Referral Source</b>	<b>Topic for discussion</b>	<b>Lead Officer(s)</b>	<b>OSC Objectives &amp; Notes</b>
	tbc	tbc	tbc
<b>Date of Meeting: 11 April 2019</b>			
<b>Meeting Type: Formal - Public</b>			
<b>Referral Source</b>	<b>Topic for discussion</b>	<b>Lead Officer</b>	<b>OSC Objectives &amp; Notes</b>
	tbc	tbc	tbc
<b>Date of Meeting: 23 May 2019</b>			
<b>Meeting Type: Informal - Private</b>			
<b>Referral Source</b>	<b>Topic for discussion</b>	<b>Lead Officer(s)</b>	<b>OSC Objectives &amp; Notes</b>
	Tbc	Tbc	Tbc
<b>Date of Meeting: 20 June 2019</b>			
<b>Meeting Type: Informal - Private</b>			
<b>Referral Source</b>	<b>Topic for discussion</b>	<b>Lead Officer(s)</b>	<b>OSC Objectives &amp; Notes</b>
	tbc	tbc	tbc
<b>Date of Meeting: 18 July 2019</b>			
<b>Meeting Type: Formal - Public</b>			
<b>Referral Source</b>	<b>Topic for discussion</b>	<b>Lead Officer</b>	<b>OSC Objectives &amp; Notes</b>
	tbc	tbc	tbc