

# Overview and Scrutiny of Committee



Forest Heath  
District Council

<b>Title of Report:</b>	<b>Work Programme Update and Suggestion for Scrutiny</b>	
<b>Report No:</b>	<b>OAS/FH/17/027</b>	
<b>Report to and date:</b>	<b>Overview and Scrutiny Committee</b>	9 November 2017
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<b>Lead officer:</b>	Christine Brain Democratic Services Officer (Scrutiny) <b>Tel:</b> 01638 719729 <b>Email:</b> <a href="mailto:Christine.brain@westsuffolk.gov.uk">Christine.brain@westsuffolk.gov.uk</a>	
<b>Purpose of report:</b>	<p>1) To update the Committee on the current status of its rolling work programme of annual items for scrutiny during 2018 (<b>Appendix 1</b>).</p> <p>2) To consider a work programme suggestion submitted on the "Home of Horseracing" (<b>Appendix 2</b>).</p>	
<b>Recommendation:</b>	<p>It is <b>RECOMMENDED</b> that the Committee:</p> <p>1) <b>Reviews the current status of its Work Programme up until April 2018.</b></p> <p>2) <b>Identifies questions for the Portfolio Holder for Leisure and Culture to cover in his annual report to the Committee in January 2018.</b></p> <p>3) <b>Considers the suggestion submitted, as set out in Appendix 2, and if accepted, includes the issue in its forward work programme with a timescale to be recommended by members.</b></p>	
<b>Key Decision:</b>	<p><i>Is this a Key Decision and, if so, under which definition?</i>          Yes, it is a Key Decision - <input type="checkbox"/>          No, it is not a Key Decision - <input checked="" type="checkbox"/></p>	
<b>Documents attached:</b>	<p><b>Appendix 1:</b> Current Work Programme 2018  <b>Appendix 2:</b> Suggestion for Scrutiny</p>	

## **1. Key issues and reasons for recommendations**

### **1.1 Rolling Work Programme**

- 1.1.1 The Committee has a rolling work programme, whereby suggestions for scrutiny reviews are brought to each meeting, following the completion of the work programme suggestion form, and if accepted, are timetabled to report to a future meeting.
- 1.1.2 The work programme also leaves space for Call-ins and Councillor Calls for Action. The current position of the work programme for the next few months is attached at **Appendix 1** for information.

### **2.1 Portfolio Holder Annual Presentations**

- 2.1.1 At every ordinary Overview and Scrutiny meeting at least one Cabinet Member attends to give an account of his or her portfolio and to answer questions from the Committee.
- 2.2.2 At the Committees meeting on 11 January 2018, the Cabinet Member for Leisure and Culture has been invited to give his annual update to the Committee.
- 2.2.3 The Committee is therefore asked to identify questions for the Cabinet Member for Leisure and Culture to cover in his annual report to the Committee.

### **3.1 Work Programme Suggestion Submitted for Consideration**

- 3.3.1 The following suggestion (**Appendix 2**), has been submitted for the Committee's consideration:
- To carry out a post implementation review of the Home of Horseracing Project, a year after its official opening; and
  - To review the museums future plans on how the council can assist in its delivery as a partner.

### **4.1 Recommendation(s)**

- 4.1.1 Members are asked to:
- i) Review the current status of its work programme for 2018.
  - ii) Identify questions for the Portfolio Holder for Leisure and Culture to cover in his annual report to the Committee in January 2018.
  - iii) Consider whether the suggestion for scrutiny is appropriate and timely for scrutiny, including potential outcomes. If it agrees, includes it in its forward work and decides on an appropriate timescale for inviting representatives from the Home of Horseracing to a future meeting of the Committee.

## Overview and Scrutiny Committee Rolling Work Programme (Forest Heath District Council)

The Committee has a rolling work programme, whereby suggestions for scrutiny reviews are brought to each meeting, and if accepted, are timetabled to report to a future meeting.

The work programme also leaves space for Call-ins and Councillor Calls for Action.

Description	Lead Member	Details
<b>11 January 2018</b>		
Annual Portfolio Holder Presentation	Leisure and Culture	The Portfolio Holder has been invited to provide an update on their portfolio and to answer questions from the Committee.
West Suffolk Information Strategy	Portfolio Holder for Resources & Performance	To receive a report from the Joint Task and Finish Group on the West Suffolk Information Strategy, which has been jointly produced with St Edmundsbury Borough Council.
Cabinet Decision Plan	Leader of the Council	To peruse the latest Decision Plan for items on which it would like further information or feels might benefit from the Committee's involvement.
Work Programme Update	Chairman of Overview and Scrutiny	To receive suggestions for scrutiny reviews, appoint Task and Finish Groups for these reviews and indicate review timescales.
<b>8 March 2018</b>		
Annual Portfolio Holder Presentation	Resources and Performance	The Portfolio Holder has been invited to provide an update on their portfolio and to answer questions from the Committee.
Annual Report from Barley Homes Group Limited	West Suffolk Lead for Housing	To scrutinise the Annual Report of Barley Homes Group Limited
West Suffolk Housing Strategy	West Suffolk Lead for Housing	To monitor annually the progress made against Action Points.

Description	Lead Member	Details
Cabinet Decision Plan	Leader of the Council	To peruse the latest Decision Plan for items on which it would like further information or feels might benefit from the Committee's involvement.
Work Programme Update	Chairman of Overview and Scrutiny	To receive suggestions for scrutiny reviews, appoint Task and Finish Groups for these reviews and indicate review timescales.
<b>19 April 2018</b>		
Annual Portfolio Holder Presentation	Families and Communities <i>(To be confirmed)</i>	The Portfolio Holder has been invited to provide an update on their portfolio and to answer questions from the Committee.
Families and Communities Evaluation	Cabinet Member for Families and Communities	To scrutinise the Families and Communities evaluation approach and to receive the conclusions of the First-Care work.
West Suffolk Community Safety Partnership	Cabinet Member for Families and Communities	To review the work of the Partnership on an annual basis.
Car Parking	Portfolio Holder for Operations	To receive an annual report on car parking in Forest Heath
Cabinet Decision Plan	Leader of the Council	To peruse the latest Decision Plan for items on which it would like further information or feels might benefit from the Committee's involvement.
Work Programme Update	Chairman of Overview and Scrutiny	To receive suggestions for scrutiny reviews, appoint Task and Finish Groups for these reviews and indicate review timescales.

## Current position of Overview and Scrutiny Task and Finish Groups

	<b>Title</b>	<b>Purpose</b>	<b>Start date</b>	<b>Members appointed</b>	<b>Estimated End date</b>
1.	West Suffolk Information Strategy (Joint Task and Finish Group)	<p>The purpose of the Information Strategy will seek to recognise the strategic value of information to the Council and will promote and facilitate good information management practice, based on:</p> <ul style="list-style-type: none"> <li>- a set of underlying data sharing principles;</li> <li>- seeking to define how we use information currently;</li> <li>- how we should be using information in the future;</li> <li>- how this can deliver key outcomes to both our staff,</li> <li>- our operations and our customers/consumers ; and</li> <li>- describing where technology can help facilitate this.</li> </ul>	April 2017	<p><u>Forest Heath</u> Cllr Brian Harvey Cllr Simon Cole</p> <p><u>St Edmundsbury</u> Cllr Clive Springett Cllr John Burns Cllr Diane Hind (Sub)</p>	<p><del>November 2017</del></p> <p>January 2018</p>