

Overview and Scrutiny of Committee



Title of Report:	Work Programme Update	
Report No:	OAS/FH/18/003	
Report to and date:	Overview and Scrutiny Committee	11 January 2018
Chairman of the Committee:	Simon Cole Chairman of the Overview and Scrutiny Committee Tel: 07974 443762 Email: simon.cole@forest-heath.gov.uk	
Lead officer:	Christine Brain Democratic Services Officer (Scrutiny) Tel: 01638 719729 Email: Christine.brain@westsuffolk.gov.uk	
Purpose of report:	To update the Committee on the current status of its rolling work programme of annual items for scrutiny during 2018 (Appendix 1).	
Recommendation:	Overview and Scrutiny Committee: It is <u>RECOMMENDED</u> that: 1) Members review the current status of its Work Programme up until April 2018. 2) Identify questions for the Portfolio Holder for Resources and Performance to cover in his annual report to the Committee in March 2018.	
Key Decision: <i>(Check the appropriate box and delete all those that do not apply.)</i>	<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"/>	
Documents attached:	Appendix 1 – Current Work Programme 2018	

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.
- 1.1.3 The current position of the work programme, including Task and Finish Group(s) for 2018 is attached at **Appendix 1** for information.

1.2 Portfolio Holder Annual Presentations

- 1.2.1 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.
- 1.2.2 At the Committees meeting on 8 March 2018, the Cabinet Member for Resources and Performance will be attending to give his annual update to the Committee.
- 1.2.3 The Committee is therefore asked to identify questions for the Cabinet Member for Resources and Performance to cover in his annual report to the Committee.

1.3 Recommendation(s)

- 1.3.1 Members are asked to:
 - i) Review the current status of its work programme for 2018; and
 - ii) Identify questions for the Portfolio Holder for Resources and Performance to cover in his annual report to the Committee in March 2018.

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
8 March 2018		
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.
Barley Homes Group Limited	Lead Portfolio Holder - Housing	To scrutinise the Annual Report of Barley Homes Group Limited
West Suffolk Lettings Policy	Lead Portfolio Holder for Housing	To provide input into the West Suffolk Lettings Policy.
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.
19 April 2018		
West Suffolk Community Safety Partnership	Portfolio Holder for Families and Communities	To receive an annual report and scrutinise the actions undertaken by the West Suffolk Community Safety Partnership. <i>(Section 19 of the Police and Justice Act 2006)</i>
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.

To be programmed during 2018

- *The Home of Horseracing, Newmarket (Extraordinary Meeting)*
- *Universal Credit (June 2018)*

Current position of Overview and Scrutiny Task and Finish Groups

	Title	Purpose	Start date	Members appointed	Estimated End date
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"> - a set of underlying data sharing principles; - seeking to define how we use information currently; - how we should be using information in the future; - how this can deliver key outcomes to both our staff, - our operations and our customers/consumers ; and - describing where technology can help facilitate this. 	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>November 2017</p> <p>January 2018</p> <p>March 2018</p>