

Overview and Scrutiny of Committee



St Edmundsbury
BOROUGH COUNCIL

Title of Report:	Work Programme Update	
Report No:	OAS/SE/18/003	
Report to and date:	Overview and Scrutiny Committee	10 January 2018
Chairman of the Committee:	Diane Hind Chairman of the Overview and Scrutiny Committee Tel: 01284 706542 Email: diane.hind@stedsbc.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:	<p>It is <u>RECOMMENDED</u> that the Overview and Scrutiny Committee:</p> <ol style="list-style-type: none"> 1) Reviews the current status of its Work Programme up until April 2018. 2) Identifies 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 7 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 (St Edmundsbury Borough 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
7 February 2018		
Scrutiny Workshop	Chairman of Overview and Scrutiny	Work Programme Setting Workshop for 2018-2019
7 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.
Annual Report from the Barley Homes Group Ltd	Portfolio Holder for Housing	To scrutinise the Annual Report of Barley Homes Group Limited
West Suffolk Lettings Policy	Portfolio Holder for Housing	To provide input into the development of a West Suffolk Lettings Policy
Car Parking	Portfolio Holder for Operations	To receive an annual report on car parking in the Borough.
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 Forest Heath District Council.
Christmas Fayre	Cabinet Member for Operations	To receive an initial scoping report to review the Christmas Fayre and to develop a Three Year Plan from 2019.
Cabinet Decision Plan	Leader of the Council	To peruse the latest Decision Plan for items on which it would like further information.
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.

Description	Lead Member	Details
18 April 2018		
Annual Portfolio Holder Presentation	Families and Communities	The Portfolio Holder has been invited to provide an update on their portfolio and to answer questions from the Committee.
West Suffolk Community Safety Partnership	Cabinet Member for Families and Communities	To review the work of the Partnership on an annual basis.
Cabinet Decision Plan	Leader of the Council	To peruse the latest Decision Plan for items on which it would like further information.
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.

Futures items identified to be programmed:

- Future Developments for Regional Transport in West Suffolk (A1307) – Progress Report.

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>St Edmundsbury</u> Cllr Clive Springett Cllr John Burns Cllr Diane Hind (Sub)</p> <p><u>Forest Heath</u> Cllr Brian Harvey Cllr Simon Cole</p>	<p>November 2017</p> <p>January 2018</p> <p>March 2018</p>