

# Overview and Scrutiny of Committee



St Edmundsbury  
BOROUGH COUNCIL

<b>Title of Report:</b>	<b>Update and Approval of 2018-2019 Work Programme</b>	
<b>Report No:</b>	<b>OAS/SE/18/014</b>	
<b>Report to and date:</b>	<b>Overview and Scrutiny Committee</b>	18 April 2018
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<b>Purpose of report:</b>	To update the Committee on the current status of its rolling work programme of annual items, and to adopt additional items identified by the Committee at its workshop held on 7 February 2018.	
<b>Recommendations:</b>	<p><b>It is <u>RECOMMENDED</u> that the Overview and Scrutiny Committee:</b></p> <ol style="list-style-type: none"> <li><b>1) <u>Reviews</u> the current status of annual items in its Work Programme for 2018-2019, <u>Appendix 1</u>; and</b></li> <li><b>2) <u>Adopts</u> the additional items as set out in <u>Appendix 2</u> and <u>Appendix 3</u> for inclusion in its forward work programme for 2018-2019.</b></li> <li><b>3) <u>Identifies questions</u> for the Leader of the Council to cover as part of his overall presentation of the Draft West Suffolk Annual Report (2017-2018) on 6 June 2018.</b></li> </ol>	
<b>Key Decision:</b> <i>(Check the appropriate box and delete all those that <b>do not</b> 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"/>	

<b>Documents attached:</b>	<b>Appendix 1</b> – Current work programme 2018-19 <b>Appendix 1A</b> – List of 20 topics identified & scores <b>Appendix 2</b> – Additional items to be adopted <b>Appendix 2A</b> – Topics progressed via other means <b>Appendix 3</b> – Work programme suggestion – Vehicle Non-Idling Policy for West Suffolk
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## **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 2018-2019 is attached at **Appendix 1** for information.

### **1.2 Outcome of Scrutiny Workshop (Work Programme Setting)**

- 1.2.1 At an informal scrutiny workshop held on 7 February 2018, members identified a list of potential new items of work from both members and officers for inclusion on the Overview and Scrutiny Committee's rolling work programme for 2018-2019.
- 1.2.2 The workshop resulted in a ranked list of these potential new work topics based on "public interest"; "impact"; "relevance" and "partnership working/external scrutiny" (**PIRP**).
- 1.2.3 Members found the use of the "PIRP" analysis had been very successful in identifying those areas of work which had the potential to make recommendations, which could lead to real improvements, did not duplicate existing work across the council, and would be of value to both St Edmundsbury, West Suffolk and a Single Council in the future.
- 1.2.4 Members were asked to pick a manageable number of new areas of work out of a total of 20 identified, alongside the previously agreed and ongoing work of the Committee, for inclusion in its 2018-2019 work programme, which is attached at **Appendix 1** and **Appendix 1A**.
- 1.2.5 Members chose to take forward the 5 highest scoring issues from the analysis exercise, which are attached for the Committee's approval at **Appendix 2**.
- 1.2.6 **Appendix 2A**, sets out how the remaining 15 items might be progressed by other means.
- 1.2.7 Attached at **Appendix 3** to the report is a completed work programme suggestion form proposing vehicle non-idling zones in Bury St Edmunds, which was referred to the Overview and Scrutiny Committee from Council in December 2017, following a motion submitted by Councillor Diane Hind, Chairman of the Overview and Scrutiny Committee.

1.3 **Portfolio Holder Annual Presentations**

- 1.3.1 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.
- 1.3.2 At the Committees meeting on 6 June 2018, the Leader of the Council will be attending to present the Draft West Suffolk Annual Report (2017-2018).
- 1.2.3 The Committee is therefore asked to identify questions for the Leader of the Council to over in his annual report to the Committee.