

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 November 2018		
Annual Portfolio Holder Presentation	Cabinet Member Operations	The Portfolio Holder has been invited to provide an update on their portfolio and to answer questions from the Committee.
West Suffolk Housing Strategy	Lead Cabinet Member for Housing	To provide input into the West Suffolk Housing Strategy.
West Suffolk Tenancy Strategy	Lead Cabinet Member for Housing	To provide input into the West Suffolk Tenancy Strategy.
Annual Car Parking Update	Cabinet Member Operations	To receive an annual report on Car Parking in Forest Heath.
Christmas Fayre Review – Final Report	Cabinet Member Planning and Growth	To receive the final report from the Joint Task and Finish Group on the review of the Christmas Fayre.
Garden Waste Collection Service – Final Report	Cabinet Member Operations	To receive the final report from the Joint Task and Finish Group on the review of the Garden Waste Collection Service.
Universal Credit (Role out in Forest Heath)	Cabinet Member Families and Communities	To receive information on the role out of Universal Credit in Forest Heath in December 2018 and lessons learnt from SEBC.
Asset Management Strategy and Asset Management Plan	Cabinet Member Planning and Growth	To provide input into the new Asset Management Strategy and associated Asset Management Plan.
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
10 January 2019		
Annual Portfolio Holder Presentation	Cabinet Member for Leisure and Culture	The Portfolio Holder has been invited to provide an update on their portfolio and to answer questions from the Committee.
National Horseracing Museum – Project Close Out	Director	To see if there is any learning which can be applied to future council projects
West Suffolk Customer Access Strategy, Business Case and West Suffolk Digital Strategy	Cabinet Member for Families and Communities	To provide input into the new West Suffolk Customer Access Strategy, Business Case and West Suffolk Digital Strategy.
West Suffolk Supplementary Planning Documentation on Affordable Housing	Lead Cabinet Member for Housing	To provide input into the West Suffolk Supplementary Planning Documentation on Affordable Housing.
Decisions 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.
Shadow Executive (Cabinet) Decisions Plan	Leader of the Shadow Council	To receive information on forthcoming decisions to be considered by the Shadow Executive (Cabinet).
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.
14 March 2019		
Annual Portfolio Holder Presentation	<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.
Shadow Executive (Cabinet) Decisions Plan	Leader of the Shadow Council	To receive information on forthcoming decisions to be considered by the Shadow Executive (Cabinet).

Current position of Overview and Scrutiny (Joint) Task and Finish Groups

	Title	Purpose	Start Date (Established)	Members Appointed	Estimated End date
1.	West Suffolk Christmas Fayre Review (Joint Task and Finish Group)	<p>A West Suffolk Joint Task and Finish Group be established to carry out a review of the Bury St Edmunds Christmas Fayre to make recommendations to the West Suffolk Shadow Executive in Autumn 2018.</p> <p>The review work will be carried out between May and August 2018, in order to feed into final reports for the Overview and Scrutiny Committee meetings in September, and a report to the Shadow Executive in October 2018. This will allow time for the recommendations to be taken account of before the arrangements for 2019 would need to be set (as things currently stand, dates for Christmas Fayres are set around one year in advance).</p>	April 2018	<p><u>Forest Heath OAS</u> Cllr John Bloodworth Cllr Christine Mason Cllr Robert Nobbs Cllr David Palmer</p> <p><u>St Edmundsbury OAS</u> Cllr Susan Glossop Cllr Diane Hind Cllr Paul Hopfensperger Cllr Margaret Marks Cllr Richard Rout Cllr Frank Warby</p> <p><u>SEBC Substitutes:</u> Cllr Patrick Chung Cllr Paula Fox</p>	September 2018 November 2018
2.	West Suffolk Garden Waste Collection Service Review (Joint Task and Finish Group)	<p>A West Suffolk Joint Task and Finish Group to be established to carry out a review of the Garden Waste Collection Service.</p> <p>The review will be carried out between July and October 2018, in order to feed into final reports for the Overview and Scrutiny Committee meetings in November, and a report to the Shadow Executive. This will allow time for the recommendations to be taken account of before the arrangements for 2019 need to commence (there are system and communications arrangements that need to be undertaken ahead of the annual soft launch for payments in February).</p>	June 2018	<p><u>Forest Heath OAS</u> Cllr Chris Barker Cllr Robert Nobbs Cllr David Palmer</p> <p><u>Forest Heath PASC</u> Cllr Rona Burt</p> <p><u>St Edmundsbury OAS</u> Cllr John Burns Cllr Mike Chester Cllr Diane Hind</p> <p><u>St Edmundsbury PASC</u> Cllr Sarah Broughton</p>	November 2018

