

Scrutiny Work Programme (2020- 2021)

Report No:	OAS/WS/20/011	
Report to and date:	Overview and Scrutiny Committee	9 July 2020
Chair of the Committee:	Councillor Ian Shipp Tel: 07368 134769 Email: ian.shipp@westsuffolk.gov.uk	
Lead officer:	Christine Brain Democratic Services Officer (Scrutiny) Tel: 01638 719729 Email: Christine.brain@westsuffolk.gov.uk	

Decisions Plan: This item is not included in the Decisions Plan.

Wards impacted: Not applicable.

Recommendation: It is **RECOMMENDED** that, the Overview and Scrutiny Committee:

- 1) **Reviews and notes the current status of topics currently scheduled in its rolling work programme for 2020-2021, attached at Appendix 1.**
- 2) **Resolves to agree those topics it wishes to include in its future work programme.**
- 3) **Resolves to agree the approach to determining the scheduling of its future work programme and process for determining the terms for any detailed reviews as set out in paragraphs 3.4 and 3.5.**

1. Background

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 any Task and Finish Group(s) / Review Groups, and items currently agreed, but yet to be programmed for 2020-2021 is attached at **Appendix 1**.

2. Outcome of Scrutiny Workshop (Developing a Work Programme)

- 2.1 At an informal scrutiny workshop held on 11 June 2020, members identified potential new topics of work. In addition to Covid-19, subject to separate discussion today, Committee members also suggested the following topics:

Topic	Considerations
The impact of Brexit on the Council and communities	The transition period will expire on 31 December 2020. At this time, the future trade deal and terms of the relationship with the EU are being established and until these are agreed, it may be challenging to assess the impact.
The process used by Anglia Revenues Partnership (ARP) to recover debts and recommend write-offs	ARP manage the billing and recovery of business rates and council tax on behalf of the Council. This topic may or may not directly relate to some of the longer-term work associated with Covid-19 in terms of the balance between supporting those struggling with debt versus the need to support the public purse. Members may find it helpful to have a general briefing on the work of ARP in this area before progressing further.
The Council's safeguarding and equality approach	As above, members may also find it helpful to have a general briefing on the Council's work in this area before progressing further.
Anti-idling policies	This was subject to a review by the Overview and Scrutiny Committee in 2018. In January 2020, it was suggested that the Committee could revisit this topic to see how it had progressed since the previous review, however this had not been formally scheduled on the work programme. It is earmarked in Appendix 1 .

3. Next Steps

3. At this meeting, the Committee will consider the impact of Covid-19 on the Council and its communities and look at potential areas that may benefit from review by the Overview and Scrutiny Committee. In addition, as outlined in sections 1 and 2 above, there are other topics that are already earmarked for the work programme.

- 3.2 Some of the items the Committee may want to consider may simply require a report and consideration at a meeting, whilst others will require more in-depth review, potentially supported by a Task and Finish Group.
- 3.3 It is suggested that at this meeting, the Overview and Scrutiny Committee agree those topics it wishes to take forward and identify those areas where they believe a more detailed review is required.
- 3.4 Following the meeting, officers will revise the work programme, accordingly, agreeing scheduling of items with the Chair, taking on board member feedback. If necessary, members can further discuss and amend the work programme at their next meeting in September.
- 3.5 For those items which require a more detailed review, to expedite the process, officers will circulate draft terms of reference for comment to members of the Committee (including on how members will be appointed to any task and finish groups). Taking into account this feedback, officers will then agree the terms with the Chair and commence work to schedule Task and Finish Group meetings.
- 3.6 Alternatively, the Committee could consider any terms of reference at their meeting in September, however this would mean work would be unlikely to commence before October.

4. Alternative Options

- 4.1 Not applicable

5. Consultation and engagement

- 5.1 Not applicable

6. Risks

- 6.1 Not applicable.

7. Appendices

- 7.1 **Appendix 1** – Scrutiny Work Programme (2020-2021)

8. Background documents

- 8.1 None