

OVERVIEW & SCRUTINY COMMITTEE

Thursday, 8 March 2018

CURRENT POSITION OF THE WORK PROGRAMME (REP1737)

EXECUTIVE SUMMARY

1. The current position of the Committee's Work Programme is provided at each meeting, in order for it to be continually reviewed by the Committee.
2. The Committee has a "rolling" Work Programme, with suggestions for scrutiny identified by Members throughout the year.

Is the report Open or Exempt?	Open
Wards Affected:	All Wards within the District
Lead Member:	Councillor S Allen Chairman of the Overview & Scrutiny Committee
Supporting Officer:	Anna Photi Democratic Services Officer Tel: 01502 523614 Email: anna.photi@eastsoffolk.gov.uk

1 INTRODUCTION

- 1.1 The Overview & Scrutiny Committee operates a “rolling” work programme, with agendas planned 2-3 meetings in advance and leaving space to be reactive to changing needs. The Work Programme shows proposed timings for individual reports planned, but is a live document and is subject to change, to take account of changing circumstances and priorities.
- 1.2 The current position of the Committee’s Work Programme is provided at each meeting, in order for it to be continually reviewed by the Committee. The work programme as it currently stands is set out at Appendix A to this report.

2 WORK PROGRAMME

- 2.1 Overview & Scrutiny within Waveney is based on the principle of being Member-led, thereby making the best use of the local knowledge and expertise that Councillors possess.
- 2.2 Certain items of business are required to be brought annually to the Committee, and it is also good practice for annual reports from partner organisations to be scrutinised by the Committee. In some instances, scrutiny is undertaken in conjunction with the Audit & Governance Committee as the two Committees have complementary functions. Additionally, some reviews take more than one year to complete.
- 2.3 All these categories of report form the skeleton of the Committee’s Work Programme to which additional items are added throughout the year, such as requests from Cabinet and Full Council, and suggestions from the Committee and from individual Members via scoping forms. The most important element of the scoping form is to set out exactly what the Committee hopes to achieve through any piece of scrutiny. Issues which are unlikely to be able to be influenced, or which are already being dealt with in another arena, are not appropriate for scrutiny. Members should also bear in mind their own, and officers’ capacity to deliver any particular review.

3 FINANCIAL AND GOVERNANCE IMPLICATIONS

- 3.1 Any scrutiny activity needs to add value and so it needs to be clear from the outset which issues Members want to look at, the reasons why the matter would benefit from scrutiny and what positive outcomes could be generated from scrutiny activity.

4 ADDITIONAL ITEMS FOR THE OVERVIEW & SCRUTINY WORK PROGRAMME

- 4.1 At the Overview & Scrutiny Committee meeting held on 8 February 2018, the Committee agreed that the following items would be included on the Work Programme:

- An annual scrutiny review of fire safety at St Peter’s Court
- Updates of Fire Risk Assessments and Fire Safety Action plans relating to St Peter’s Court would be provided to the Committee via Information Bulletins
- The new development proposal and business case for the Jubilee Beach Huts

These items have been included in the Committee’s 2017/18 and 2018/19 Work Programmes.

4.2 Anglian Water

At its meeting on 8 February 2018 the Committee agreed to form a collective correspondence to Anglian Water to address the capacity to deal with the greater demands on existing sewage systems as housing and development increased, and to review and agree the actions points at each meeting.

4.3 Coastal Partnership East and the Lowestoft Flood Risk Management Project

At its meeting on 8 February 2018, the Committee agreed to form a Working Group to progress the inclusion of a review of Coastal Partnership East and Lowestoft Flood Risk Management objectives and business plan to its work programme. The Committee will undertake a review of progress at each meeting and agree the action points for the working group.

5 **OTHER OPTIONS CONSIDERED**

- 5.1 It is good practice for the Committee to be involved in the setting of its work programme, and to keep it under review, and therefore the option of not having a work programme to guide the Committee's programme of work was not considered.

6 **REASON FOR RECOMMENDATIONS**

- 6.1 To provide the Committee with an opportunity to review its Work Programme.

RECOMMENDATION

1. That the Committee review and agree the next steps in progressing the inclusion of Anglian Water's capacity to deal with the greater demands on existing sewage systems to its Work Programme.
2. That the Committee review and agree the next steps in progressing the inclusion of a review of Coastal Partnership East and the Lowestoft Flood Risk Management Project to its Work Programme.
3. That the current position of the Overview & Scrutiny Committee's Work Programme, as set out in Appendix A to this report, be noted.
4. That the Overview & Scrutiny Committee's Work Programme for 2018/19, as set out in Appendix B to this report, be noted.

APPENDICES	
Appendix A	Overview & Scrutiny Committee Current Work Programme
BACKGROUND PAPERS	None

OVERVIEW & SCRUTINY COMMITTEE

FORWARD ROLLING WORK PROGRAMME

(Underlined items are annual reports. Highlighting indicates joint reports with Audit & Governance Committee)

<p>Thursday 7 December 2017</p> <p><u>Joint consideration with Audit & Governance Committee of Medium Term Financial Strategy and Efficiency Plan (REP1586)</u></p> <p>Post implementation review of the closure of TICs and replacement with VIPs (REP1591)</p> <p>Information Bulletin: Progress Update on Public Conveniences (REP1733)</p> <p>Current Position of the Work Programme (REP1592)</p>	<p>Thursday 8 February 2018</p> <p>Member briefing on Poverty, Deprivation, Disadvantage, Barriers to Social Mobility and Hidden Needs in Suffolk</p> <p><u>Joint consideration with Audit & Governance Committee of Draft General Fund Budget 2017/18 (REP1605)</u></p> <p>Current Position of the Work Programme (REP1736)</p>
<p>Thursday 4 January 2018</p> <p>Consideration of Jubilee Chalets Call-In Report (REP1759)</p>	<p>Thursday 8 March 2018</p> <p>Public Conveniences Review (REP1734)</p> <p>Current Position of the Work Programme (REP1737)</p>
<p><u>A&G – Thursday 11 January 2018</u></p> <p>O&S Members joint Meeting of Audit & Governance Committee to discuss <u>Housing Revenue Account Budget (REP1603) and Capital Programme (REP1602)</u></p> <p>Current Position of the Work Programme (REP1594)</p>	<p>Thursday 5 April 2018</p> <p>Information Bulletin – Progress Update on Asset Management Service (REP1735)</p> <p>Redevelopment of Jubilee chalets (EXEMPT REP1854)</p> <p>Current Position of the Work Programme (REP1738)</p>

Reviews still to be programmed

- Asset Management Service – Full Progress Report (Exempt) (REP1208) (Update via information(bulletin)

OVERVIEW & SCRUTINY COMMITTEE

FORWARD ROLLING WORK PROGRAMME 2018/19

Underlined items are annual reports

Yellow highlighting indicates joint reports with Audit & Governance Committee – O & S Meeting

Grey highlighting indicates joint reports with Audit & Governance Committee – A & G Meeting

<p>Thursday 5 April 2018</p> <ul style="list-style-type: none"> Information Bulletin – Progress update on Asset Management Service (REP1735) Redevelopment of Jubilee chalets (EXEMPT REP1854) Current Position of the Work Programme (REP1738) 	<p>Thursday 1 November 2018</p> <ul style="list-style-type: none"> <u>Joint - Medium Term Financial Strategy (REP1786)</u> Post implementation review of charges for the collection of Garden Waste (REP1742) Current Position of the Work Programme (REP1817)
<p>A & G Meeting – Thursday 7 June 2018</p> <ul style="list-style-type: none"> <u>Joint - Draft Annual Governance Statement (REP1776)</u> 	<p>Thursday 6 December 2018</p> <ul style="list-style-type: none"> Annual review of St Peter's Court fire safety (REP1853) Current Position of the Work Programme (REP1818)
<p>Thursday 14 June 2018</p> <ul style="list-style-type: none"> <u>Scrutiny Annual Report 2017/18 (REP1805)</u> Appointments to Outside Scrutiny Bodies (REP1806) Scrutiny Arrangements and 2018/19 Work Programme (REP1807) Information Bulletin – Post Implementation of Visitor Information Points – update on associated new initiatives and projects (REP1808) 	<p>Thursday 3 January 2019</p> <ul style="list-style-type: none"> Current Position of the Work Programme (REP1819)
<p>Thursday 5 July 2018</p> <ul style="list-style-type: none"> <u>Food and Health & Safety Service Plan (REP1809)</u> <u>Waveney Norse Annual Progress Report (REP1810)</u> Current Position of the Work Programme (REP1811) 	<p>A & G Meeting - Thursday 17 Jan 2018</p> <p>Joint :</p> <ul style="list-style-type: none"> Capital Programme (REP1787) and Housing Revenue Account Budget (REP1788)
<p>Thursday 2 August 2018</p> <p>Keep free if possible</p>	<p>Thursday 7 February 2019</p> <ul style="list-style-type: none"> <u>Draft General Fund Budget 2019/20 (REP1794)</u> Current Position of the Work Programme (REP1820)

<p>Thursday 6 September 2018</p> <ul style="list-style-type: none"> • <u>Year End Community Safety Report (REP1813)</u> • <u>Annual Partnership Report on Sentinel Leisure Trust (REP1814)</u> • Current Position of the Work Programme (REP1815) 	<p>Thursday 14 March 2019</p> <ul style="list-style-type: none"> • Post Implementation update of the closure of Tourist Information Centres and replacement of Visitor Information Points (REP1763) • Current Position of the Work Programme (REP1821)
<p>Thursday 4 October 2018</p> <ul style="list-style-type: none"> • Current Position of the Work Programme (REP1816) 	<p>Reviews still to be programmed</p> <ul style="list-style-type: none"> • Asset Management Service – Full Progress Report (Exempt) (REP1208) (Update via information bulletin requested) • Anglian Water’s Capacity to deal with the increased housing demands • Review of Coastal Partnership East objectives within Waveney • Review of the Lowestoft Flood Risk Management Project objectives • Update on Fire Risk Assessments and action plans for St Peter’s Court (Update via information bulletin to all Councillors)