

OVERVIEW & SCRUTINY COMMITTEE – WORK PROGRAMME SETTING 2023-24	
Executive Summary	This reports aims to assist the Committee in setting its draft Work Programme for the 2023-24 municipal year.
Options considered	Multiple options are presented for consideration by the Committee, as well as allowing options to be raised for consideration during the meeting.
Consultation(s)	The report seeks to consult Members of the Committee for their input prior to approval.
Recommendations	To review and agree which items should be added to the Overview & Scrutiny Work Programme for the 2023-24 municipal year.
Reasons for recommendations	To make best use of Committee time by agreeing appropriate items of business.
Background papers	O&S Work Programme 2022-23

Wards affected	All
Cabinet member(s)	N/A
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Links to key documents:	
Corporate Plan:	The O&S Committee's Work Programme will seek to scrutinise all relevant aspects of the Corporate Plan & Delivery Plan as and when appropriate.
Medium Term Financial Strategy (MTFS)	The Committee will directly scrutinise the MTFS at the appropriate meeting as outlined in the Work Programme.
Council Policies & Strategies	All applicable policies and strategies will be scrutinsed by the Committee as and when they arise or are renewed.

Corporate Governance:	
Is this a key decision	No
Has the public interest test been applied	N/A
Details of any previous decision(s) on this matter	N/A

1. Aims of the Committee

- Overview – To provide high level analysis of the strategic aims/direction of the Council
- Scrutiny – To commission and undertake analytical reviews of evidence backed Reports/Information
- Reviewing and developing policy recommendations for the executive (Cabinet)
- Influencing Council/Cabinet decisions, policies and strategies (where appropriate)
- Reviewing the Council's performance against targets and the aims of the Corporate Plan
- Provide oversight of external public services/local strategic partnerships e.g. Police, Tourism Board etc.

2. Mission Statement

When selecting items for the Work Programme, the 'TOPIC' selection criteria is an effective way to prioritise issues. This allows each item to be judged according to its potential to make the best use of the Committee's time and impact. Please bear the following points in mind when making suggestions.

T - Timely

Work plans should take account of work in other areas, and avoid duplication. Members should consider if now is the best time to consider the issue, and whether there are any legislative or policy changes afoot. Where possible, opportunities for pre-scrutiny should be sought to avoid having to scrutinise pre-approved policies, reports and decisions.

O - Organisational Priority

Work plans should take account of the Council's overall vision for the area. A good proportion of the Committee's work should relate to the Council's plan and priorities such as those reflected in the Corporate Plan. This is crucial to demonstrate how Scrutiny can add value to the Council.

P - Public Interest

Councillors' representative roles are an essential feature of Scrutiny. They are the eyes and ears of the public, ensuring that services address local needs. The interests of local people should therefore influence and guide the issues chosen for scrutiny.

I - Influence

Generally, Scrutiny Committees are better placed to influence council services than external agencies, and effective relationships are essential for exerting influence. Consider whether the committee's input will drive outcomes and change.

C - Cost

Services or decisions which have high levels of income, expenditure or savings should be prioritised. Effective scrutiny of financial matters is a cornerstone of good scrutiny, and significant spending plans should not go unscrutinised.

3. Proposals and Options

At present, the Committee has space for items from October to April within the 2023-24 municipal year, though it is prudent to maintain a level of flexibility to allow for review of urgent matters and other items yet to be added to the Cabinet Work Programme. In addition to statutory reports and planned items, the following are suggested as items of interest for the Committee:

- Ambulance Response Times / First Responders
- Anglian Water Sewage Outflows / infrastructure
- Net Zero / Carbon Reduction Monitoring
- Coastal Transition / Coastal Briefing
- Public Conveniences Strategy Follow-up

Members are also encouraged to raise any potential items of interest that fall within the TOPIC selection criteria, subject to discussion by the Committee.

Recurring/Expected Items

- Performance Monitoring, contextual performance and performance benchmarking
- Budget setting/MTFS and Budget Monitoring Reports
- Financial Strategies
- Annual Crime and Disorder Briefing – Committee to determine focus/theme
- Enforcement Board six-monthly updates
- Waste Contract Updates
- Beach Huts & Chalets Monitoring
- Car Park Usage Monitoring

4. Corporate Priorities

The Overview & Scrutiny Committee will play close attention too all corporate priorities of the Council, and where appropriate, will seek to scrutinise all related reports and decisions. Until the Corporate Plan has been published, a comprehensive list of corporate priorities is not yet available.

5. Financial and Resource Implications

The Overview & Scrutiny Committee are required to provide oversight and scrutiny of all of the Council's statutory financial reports and decisions. As a result, all statutory financial reports have been included in the Work Programme and any significant expenditure will be appropriately scrutinised by the Committee.

6. Legal Implications

There are no immediate legal implications related to the content of the report or the Committee's Work Programme.

7. Risks

There are no immediate risks presented by the content of the report, however the Committee will always seek to work collaboratively with the Governance, Risk and Audit Committee, to ensure that all risks are adequately managed, mitigated, or where possible avoided.

8. Net Zero Target

The Council's Net Zero Strategy & Action Plan requires all decisions to be assessed and tested for consistency against the Net Zero 2030 Strategy & Climate Action Plan. It is important that as well as monitoring the delivery of the Net Zero Action Plan, that Scrutiny Members remain vigilant in ensuring that all decisions and reports give adequate consideration to their carbon impact.

9. Equality, Diversity & Inclusion

The report does not present any immediate issues relating to equality, diversity and inclusion, however the Council has a legal duty to pay 'due regard' to the need to eliminate discrimination and to promote equality. As a result, Committee Members should take this into consideration during review of all reports/decisions and any future item listed on the Overview & Scrutiny Work Programme.

10. Community Safety issues

Under the Committee's Terms of Reference a crime and disorder update is required that will encompass community safety.

11. Conclusion and Recommendations

This report provides options and guidance to aid the Committee in setting its Work Programme, it is therefore recommended that the Committee consider the various options outlined in the report and approve the 2023-24 Work Programme.