

This report will be made public on 29 April 2024



Report number: **A/24/07**

**To:** Council  
**Date:** 08 May 2024  
**Status:** Non- executive decision  
**Responsible Officer:** Amandeep Khroud, Assistant Director – Governance, Law and Regulatory Services

**SUBJECT: ANNUAL SCRUTINY WORK PROGRAMME 2024/25**

**SUMMARY:** This report presents recommendations for the work programme for the Overview and Scrutiny Committee for 2024/25.

**RECOMMENDATIONS**

1. To receive and note report A/24/07.
2. To approve the annual scrutiny programme for 2024-25 attached to this report.

## **1. INTRODUCTION**

- 1.1 The Overview and Scrutiny procedure rules require that the work programme of the committee be approved at the annual meeting of the council (the programme can be a rolling one) as the annual scrutiny programme. See rule 7.2 of the overview and scrutiny procedure rules.
- 1.2 The Committee needs to consider what work programme should be adopted as the annual scrutiny programme. This report sets out the recommendations of the Overview and Scrutiny Committee.
- 1.3 The Overview and Scrutiny Committee performs all scrutiny functions on behalf of the Council.

## **2. RECOMMENDATIONS OF THE OVERVIEW AND SCRUTINY COMMITTEE**

- 2.1 In February 2024, suggestions for Scrutiny topics were sought from various sources, with the criteria that only issues which affected residents across the whole district would be considered.

In addition, the following topics would not be considered:

- Individual service complaints.
- Topics outside of the remit of the council, where the council has no powers or influence.
- Issues where Scrutiny has considered in the last 12 months
- Areas relating to quasi-judicial functions, ie Planning and Licensing.

The final list of topics included Member and officer suggestions, community concerns, policies which were due for renewal, and topics rolled over from the previous year's Scrutiny work plan.

- 2.2 These suggestions were then circulated to Members of the Overview and Scrutiny Committee, who were invited to score each item from 1-5 (5 highest, 1 lowest), based on each of the following criteria:
  - High general public concern,
  - Critical to council priorities and plans,
  - High financial value,
  - Risks in successful delivery.
- 2.3 Based on this, the nine scoring items were selected for the Scrutiny workplan, with an additional three in 'reserve' for the Committee. These 'reserve' items will allow for some flexibility in the workplan, in the event that the Committee is required to consider other urgent matters. There are also two additional items for the work plan which have been referred from Full Council. The Committee will also act as the Council's Crime and Disorder Committee and meet for that purpose at least once a year.

- 2.4 The Overview and Scrutiny Committee consider the proposed programme at their meeting on 23 April 2024, and resolved the following:
1. To receive and note report OS/23/12.
  2. To adopt and implement the Scrutiny work programme, set out in paragraph 1.3 of the report, with the following minor amendments:
    - a. Item 5 (EES) to be amended to a reserve item; and,
    - b. Item 10 (Corporate plan) to be implemented as a main item.
  3. To note paragraph 1.4 of the report.
- 2.5 The recommended programme, including the scoring given by the Overview and Scrutiny Committee Members, is shown in Appendix 1.
- 2.6 The Committee will also act as the Council's Crime and Disorder Committee and meet for that purpose at least once a year.

### **3. RISK MANAGEMENT ISSUES**

No perceived risks.

### **4. LEGAL/FINANCIAL AND OTHER CONTROLS/POLICY MATTERS**

#### **4.1 Legal officer's comments**

There are no legal comments.

#### **4.2 Finance officer's comments**

Any financial implications arising from the overview and scrutiny work programme which is not covered by existing budgets will need to be considered within the council's medium term financial planning processes.

#### **4.3 Diversities and equalities implications**

There are no specific diversities and equalities Implications arising from this report.

### **5. CONTACT OFFICER AND BACKGROUND DOCUMENTS**

Councillors with any questions arising out of this report should contact the following officer prior to the meeting:

Jemma West – Democratic Services Team Leader

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#### **Appendices:**

Appendix 1: Suggested Annual Scrutiny Work Programme 2024/25.

Background documents:

[Scoring for all items](#)

[Description of all items](#)