

This report will be made public on 26 April 2021



Report number: **A/21/03**

To: Council
Date: 5 May 2021
Status: Non- executive decision
Responsible Officer: Amandeep Khroud, Assistant Director – Governance, Law and Regulatory Services

SUBJECT: ANNUAL SCRUTINY WORK PROGRAMME 2021/22

SUMMARY: This report presents recommendations for the work programme for the overview and scrutiny committee for 2021/22.

REASONS FOR RECOMMENDATIONS:

The Committee is asked to agree the recommendations set out below in order to agree the annual scrutiny work programme for the Full Council's approval.

RECOMMENDATIONS:

1. To receive and note report A/21/03.
2. To approve the annual scrutiny programme for 2021-22 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 January 2021, 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 highest scoring items were selected for the Scrutiny workplan. Nine items would make up the main 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.
- 2.4 The Overview and Scrutiny Committee approved the proposed programme at their meeting on 31 March 2021.

- 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

A summary of the perceived risks are as follows:

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:

Amandeep Khroud, Assistant Director – Governance, Law and Regulatory Services

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Appendices:

Appendix 1: Suggested Annual Scrutiny Work Programme 2021/22.

Background documents:

[Scoring for all items](#)

[Description of all items](#)

Appendix 1 – proposed Scrutiny Workplan 21-22

Item no	Topic	High general public concern	Critical to council priorities and plans	High financial value	Risks to the council in successful delivery	Total
1	Otterpool Park Business Plan (annual review)	20	20	19	19	78
2	Folkestone Place Plan	19	16	14	17	66
3	Budget Strategy 22/23	11	18	18	16	63
4	HRA Asset Management Framework	12	17	18	14	61
5	Treasury Management Strategy 22/23	8	17	18	17	60
6	HRA Business Plan	12	16	15	15	58
7	Civic Centre and Access Point (relocation and business case)	20	12	13	12	57
8	Debt management and write off policy framework	13	11	16	16	56
9	Performance Management Framework and KPI's – reform of framework	11	12	16	16	55
The items below will be held in reserve:						
10	Licensing Policy (Consultation responses – Sept 21)	14	14	12	14	54
11	Safeguarding policy	15	15	10	14	54
12	Review progress of climate emergency action plan	15	13	12	14	54