



**CORPORATE AND
ENVIRONMENTAL OVERVIEW &
SCRUTINY COMMITTEE:
13 July 2017**

Report of: Borough Solicitor

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SUBJECT: WORK PROGRAMME 2017/18

Wards affected: Borough wide.

1.0 PURPOSE OF THE REPORT

- 1.1 To consider the Work Programme for the Corporate and Environmental Overview and Scrutiny Committee for 2017/18.

2.0 RECOMMENDATIONS

- 2.1 That the timetable attached at Appendix 'A' for establishing the Work Programme for the Corporate and Environmental Overview and Scrutiny Committee 2017/18 be agreed.
- 2.2 That arrangements be put in place to request items for the Work Programme for 2017/18 from Members, the Corporate Management Team (CMT), by inviting members of the public to submit topics via a press release and by the inclusion of an article on the Council's web-site.
- 2.3 That all potential topics received by the deadline be published on the Council's web site.
- 2.4 That following the deadline for receipt of potential topics the Lead Officer, in consultation with the Chairman, Vice-Chairman and Conservative Spokesperson be requested to score each of the topics using the agreed selection criteria set out at Appendix B.
- 2.5 That a report on the Work Programme for 2017/18 together with the results of the scoring exercise, be considered at the next meeting of the Corporate and Environmental Overview and Scrutiny Committee and the Committee select one topic for Review.

3.0 BACKGROUND

- 3.1 The current Work Programme for the Corporate and Environmental Overview and Scrutiny Committee which is referred to on the Council's web site can be summarised as:

'Corporate and Environmental Overview and Scrutiny Committee'

The Committee conducts in-depth reviews/policy development as set out in its work programme.

The Committee considers, as part of its routine work:

- Items referred from 'Members Update' at the request of a Member
- Members items/Councillor Call for Action (CCfA)
- Performance management
- Acts as the Council's Crime and Disorder Committee
- Recommendations from previously conducted reviews.

The Member Development Commission will continue its work during 2017/18 as will the 'Public Involvement at Meetings Working Group', reporting to the Committee as appropriate.

- 3.2 At its meeting on 2 March 2017 the Committee considered progress against its Work Programme and details in relation to establishing future work programmes and it was determined:

- 'A That progress against the Work Programme for the Committee 2016/17 be noted.
- B That work in relation to the in-depth review 'West Lancashire Tourism – the Visitor Economy' be concluded and arrangements be put in place for the draft final report and recommendations to be brought forward for consideration by the Committee at its first meeting in 2017/18.
- C That the Work Programme 2017/18 for the Corporate and Environmental Overview and Scrutiny Committee be considered at the first meeting of the Committee 2017/18."

- 3.3 The Corporate and Environmental Overview & Scrutiny Committee establishes its own Work Programme annually. In relation to that Work Programme it was previously agreed that future work programmes would be informed:

- By inviting all Members and CMT to submit topics.
- By inviting members of the public to submit topics via a press release and the inclusion of an article on the Council's web site.
- And if appropriate, via a workshop session to which all Members be invited, including Key Stakeholders, the Press and members of the

public, if determined by the Lead Officer, in consultation with the Chairman, Vice Chairman and Opposition Spokesperson.

Potential topics to be considered by the Committee for inclusion in its Work Programme shall be included on the Council's web site with a request that any comments be forwarded to Member Services.

- 3.4 An in-depth review is usually undertaken by the Committee, however it may also be carried out by informal cross party member working groups called "Commissions" to contribute to and inform the Overview and Scrutiny process.

4.0 CURRENT POSITION

- 4.1 The draft final report of the in-depth review 'West Lancashire Tourism – The Visitor Economy' is being considered at this meeting. Any amendments will be fed into the final report before consideration by Cabinet at its meeting on 12 September 2017.
- 4.2 Following a Members item in 2016/17 on Lancashire and South Cumbria Sustainability Transformation Plans (STPs) this item was added to the Committee's work programme and a presentation by a representative of the West Lancashire CCG will be considered at the October meeting.
- 4.3 Other topics suggestions included in the Work Programme 2016/17 were 'Flooding on the Highways Drainage' and 'Improved Planting'.

5.0 TOPIC FOR 2017/18

- 5.1 The suggested timetable to establish the work programme of the Committee for 2017/18, including actions related to the topic selection process is attached at Appendix A. The Scrutiny Topic Assessment – Selection Criteria, is attached at Appendix B.

6.0 ISSUES

- 6.1 In considering the Work Programme of the Committee Members will need to be mindful of its routine work which may limit the scope of the topic selected and what can be undertaken to ensure that work can be completed within reasonable timescales.

7.0 SUSTAINABILITY IMPLICATIONS/COMMUNITY STRATEGY

- 7.1 Enhanced overview and scrutiny arrangements can give a greater level of involvement for non-cabinet members in the decision making process.

8.0 FINANCIAL AND RESOURCE IMPLICATIONS

- 8.1 There are financial and resource implications in respect of officer and member time in dealing with the matters under the Work Programme. There are also limitations to the scope of a future review and number of

topics that can be undertaken and these must be contained within existing resources.

- 8.2 Depending on the nature of the review topic chosen, Members may wish for external organisations to participate. Their presence can be invited but the Committee has no power to insist upon their attendance.

9.0 RISK ASSESSMENT

- 9.1 The work of the Committee has to be balanced with other priorities in Member Services and dealt with accordingly. Officers will advise the Committee on the capacity to support the work and will be as helpful as possible in trying to accommodate Members requests.

Background Documents

There are no background documents (as defined in Section 100D(5) of the Local Government Act 1972) to this Report.

Equality Impact Assessment

The decision does not have any direct impact on members of the public, employees, elected members and / or stakeholders. Therefore, no Equality Impact Assessment is required. However, if a topic was selected for in-depth review it may have an impact on those groups and, if so, this will be assessed when the Project Plan is prepared.

Appendices

- A Draft timetable for establishing Corporate and Environmental Overview and Scrutiny Committee Work Programme 2017/18
- B Scrutiny Topic Assessment – Selection Criteria