

6 June 2023

Report of	Chief Operating Officer	Author	Owen Howell ☎ 282518
Title	Work Programme 2023-24		
Wards affected	Not applicable		

1. Executive Summary

- 1.1 This report sets out the current Work Programme 2023-2024 for the Scrutiny Panel. This provides details of the reports that are scheduled for each meeting during the municipal year. As this is the first meeting of the Panel in 2023-24, the Panel is asked to identify specific issues, matters or areas of Council operations which it wishes to scrutinise during the 2023-24 municipal year.

2. Action Required

- 2.1 The Panel is asked to consider and approve the contents of the Work Programme for 2022-2023, or request amendments, additions and/or deletions.
- 2.2 The Panel is asked to identify specific issues, matters or areas of Council operations which it wishes to scrutinise during the 2023-24 municipal year, and to provisionally schedule these items, subject to feedback from relevant officers on any issues which may affect reporting timescales.

3. Background Information

- 3.1 The Panel's work programme evolves as the Municipal Year progresses and items of business are commenced and concluded. At each meeting the opportunity is taken for the work programme to be reviewed and, if necessary, amended according to current circumstances. The draft work programme for 2023-24 is appended to this report. This contains the items which are reviewed each year by the Panel.
- 3.2 The Forward Plan of Key Decisions is included as part of the work programme for the Scrutiny Panel, and this is included an **Appendix A**.

4. Standard References

- 4.1 There are no particular references to publicity or consultation considerations, or financial, equality, diversity, human rights, community safety, health and safety, environmental and sustainability or risk management implications.

5. Strategic Plan References

- 5.1 Scrutiny and challenge is integral to the delivery of the Strategic Plan 2020-2023 priorities and direction for the Borough as set out under the strategic themes of:

- [Tackling the climate challenge and leading sustainability](#)
- [Creating safe, healthy and active communities](#)
- [Delivering homes for people who need them](#)
- [Growing a fair economy so everyone benefits](#)
- [Celebrating our heritage and culture](#)

- 5.2 It should be noted that the Council has now approved a Strategic Plan for 2023-2026. This section of the Work Programme report will be updated accordingly, for future meetings, to cover the new Strategic Plan priorities and content.
- 5.3 The Council recognises that effective local government relies on establishing and maintaining the public's confidence, and that setting high standards of self-governance provides a clear and demonstrable lead. Effective governance underpins the implementation and application of all aspects of the Council's work.

Appendices

Appendix A – Scrutiny Panel Work Programme, 2023-24

Appendix B – Forward Plan of Key Decisions: 1 June 2023 – 30 September 2023

Work Programme for 2023/24

Scrutiny Panel meeting – 6 June 2023
Scrutiny Panel Chairman's briefing – 1 June 2023
<ol style="list-style-type: none"> 1. Corporate Key Performance Indicator Targets for 2023-24 2. Work Programme 2023-24
Scrutiny Panel meeting – 4 July 2023
Scrutiny Panel Chairman's briefing – 29 June 2023
<ol style="list-style-type: none"> 1. Year End 2022/23 Performance Report and Strategic Plan Action Plan 2. Work Programme 2023-24
Scrutiny Panel (Crime and Disorder Committee) - 19 September 2023
Scrutiny Panel Chairman's briefing – 14 September 2023
<ol style="list-style-type: none"> 1. Safer Colchester Partnership (Crime and Disorder Committee)
Scrutiny Panel – 3 October 2023
Scrutiny Panel Chairman's Briefing – 28 September 2023
<ol style="list-style-type: none"> 1. Portfolio Holder Briefing [Housing and Communities, if possible] 2. Review of Colchester Borough Homes: 2022-23 Performance, and discussion of Key Performance Indicator Targets for 2024-25 3. Work Programme 2023-24
Scrutiny Panel meeting - 14 November 2023
Scrutiny Panel Chairman's briefing – 9 November 2023
<ol style="list-style-type: none"> 1. Portfolio Holder Briefing [TBC] 2. Budget Strategy for 2024-25 3. Work Programme 2023-24
Scrutiny Panel meeting - 12 December 2023
Scrutiny Panel Chairman's briefing – 6 December 2023
<ol style="list-style-type: none"> 1. Portfolio Holder Briefing [TBC] 2. Half Year 2023-24 Performance Report 3. Strategic Plan Action Plan progress 4. Local Council Tax Support – Year 2024/25 5. Work Programme 2023-24

Scrutiny Panel meeting - 23 January 2024
Scrutiny Panel Chairman's briefing – 18 January 2024
<ol style="list-style-type: none"> 1. Portfolio Holder Briefing [Resources, if possible] 2. Budget Strategy for 2023-24 3. 2024-25 Revenue Budget, Capital Programme, Medium Term Financial Forecast and Treasury Management Investment Strategy 4. Housing Revenue Accounts Estimate and Housing Investment Programme 5. Work Programme 2023-24
Scrutiny Panel - 13 February 2024
Scrutiny Panel Chairman's briefing – 8 February 2024
<ol style="list-style-type: none"> 1. Portfolio Holder Briefing [TBC] 2. Corporate Key Performance Indicator Targets for 2024-25. 3. Arts Organisations receiving Council funding 4. Work Programme 2023-24
Scrutiny Panel meeting– 12 March 2024
Scrutiny Panel Chairman's briefing – 7 March 2024
<ol style="list-style-type: none"> 1. Portfolio Holder Briefing [TBC] 2. Town Deal projects progress report 3. Scrutiny Panel Annual Report 4. Work Programme 2023-24

Items still to schedule, when possible:

- Previous Council negotiations with Alumno [Monitoring Officer advice is that this will only be able to be scrutinised in open session once the current ongoing legal situation is resolved regarding the Queen Street site]
- Planning trial of local prioritisation for property purchasing [relating to a recent planning application] [Officer advice is that this is at an early stage and is likely to need to wait until it is ready for meaningful scrutiny of scheme and outcomes, expected at some point in 2023-24]