

5 February 2020

Report of	Assistant Director – Corporate and Improvement Services	Author	Owen Howell
Title	Work Programme 2019-20		☎ 282518
Wards affected	Not applicable		

1. Executive Summary

- 1.1 This report sets out the current Work Programme 2019-2020 for the Scrutiny Panel. This provides details of the reports that are scheduled for each meeting during the municipal year.

2. Action Required

- 2.1 The Panel is asked to consider and approve the contents of the Work Programme for 2019-2020.
- 2.2 The Panel is asked to approve the rescheduling of the Colchester Business Improvement District (BID) from March 17 into the 2020-21 municipal year.

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 current work programme for 2019-20, is included at the end of the report.
- 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**.
- 3.3 The Colchester BID had been due to present to the Panel on 17 March, however they have confirmed that they are now unable to attend. Their availability for the Panel's meeting on 9 June is currently being sought.

4. Standard References

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

5. Strategic Plan References

- 5.1 Good governance is integral to the delivery of the Strategic Plan's priorities and direction for the Borough as set out under the four themes of growth, responsibility, opportunity and wellbeing.

- 5.2 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 – Forward Plan of Key Decisions – 1 February 2020 to 31 May 2020.

Work Programme for 2019/20

Scrutiny Panel meeting - 11 June 2019
Scrutiny Panel Chairman's briefing – 6 June 2019
<ol style="list-style-type: none"> 1. North Essex Garden Communities 2. Financial Monitoring Report End of Year – 2018/19 3. Capital Expenditure Monitor 2018/19 4. Year End 2018/19 Performance Report including the Strategic Plan Action Plan 2018-21 5. Work Programme 2019-20
Scrutiny Panel meeting - 16 July 2019
Scrutiny Panel Chairman's briefing – 11 July 2019
<ol style="list-style-type: none"> 1. 2020/21 Budget Strategy, Medium Term Financial Forecast and Budget Timetable 2. Treasury Management – Annual Report 3. Annual Scrutiny Report 4. Bus Review: Further Actions. 5. Work Programme 2019-20
Scrutiny Panel meeting - 6 August 2019
Scrutiny Panel Chairman's briefing – 1 August 2019
<ol style="list-style-type: none"> 1. Review of Colchester Borough Homes Performance 2018/19 2. Colchester Business Improvement District 3. Work Programme 2019-20
Scrutiny Panel meeting – 29 August 2019
Scrutiny Panel Chairman's briefing – 27 August 2019
<ol style="list-style-type: none"> 1. Pre-scrutiny of draft NEGC Ltd Business Plan 2. Work Programme 2019-20
Scrutiny Panel (Crime and Disorder Committee) - 12 September 2019
Scrutiny Panel Chairman's briefing – 5 September 2019
<ol style="list-style-type: none"> 1. Safer Colchester Partnership (Crime and Disorder Committee) 2. Work Programme 2019-20

Scrutiny Panel – 15 October 2019
Scrutiny Panel Chairman's Briefing – 10 October 2019
<ol style="list-style-type: none"> 1. Local Council Tax Support – Year 2020/21 (Provisional) 2. Business Rate retention and future arrangements. 3. Work Programme 2019-20
Scrutiny Panel meeting - 12 November 2019
Scrutiny Panel Chairman's briefing – 7 November 2019
<ol style="list-style-type: none"> 1. 2019-20 Revenue Monitor, period April – September 2. 2019-20 Capital Monitor, period April – September 3. Colchester Borough Council's approach and preparations for Brexit 4. Work Programme 2019-20
Scrutiny Panel meeting - 10 December 2019
Scrutiny Panel Chairman's briefing – 4 December 2019
<ol style="list-style-type: none"> 1. Half Year 2019 - 2020 Performance Report including progress on Strategic Plan Action Plan 2. Budget Strategy for 2020-21 3. Colchester Commercial Holdings Ltd 4. Work Programme 2019-20
Scrutiny Panel meeting - 28 January 2020
Scrutiny Panel Chairman's briefing – 23 January 2019
<ol style="list-style-type: none"> 1. 2020-21 Revenue Budget, Capital Programme, Medium Term Financial Forecast, Housing Revenue Accounts Estimate and Housing Investment Programme (Pre-scrutiny of Cabinet Decision) 2. Treasury Management Investment Strategy 3. Pre-scrutiny of the Environmental Sustainability Task and Finish Group reports to Council and Cabinet 4. Pre-decision scrutiny of the Council's draft Parking Policy 5. Corporate Key Performance Indicator Targets for 2020-21 6. Colchester Borough Homes: Key Performance Indicator Targets for 2020-21 7. Work Programme 2019-20
Scrutiny Panel meeting – 5 February 2020
Scrutiny Panel Chairman's briefing – 30 January 2019
<ol style="list-style-type: none"> 1. Scrutiny of Task and Finish Groups 2. Work Programme 2019-20
Scrutiny Panel meeting - 17 March 2020
Scrutiny Panel Chairman's briefing – 12 March 2019
<ol style="list-style-type: none"> 1. Colchester Business Improvement District 2. North East Essex Health and Wellbeing Alliance 3. Paperless working – Scrutiny Panel report to Cabinet 4. Work Programme 2019-20

Scrutiny Panel (Crime and Disorder Committee) – 23 March 2020
Scrutiny Panel Chairman's briefing – 18 March 2020
<ol style="list-style-type: none">1. Safer Colchester Partnership (Crime and Disorder Committee)2. Work Programme 2019-20