Transport, Climate and Communities
Policy and Scrutiny Work Programme July 2023
(to be updated following each Panel meeting)

The Panel will consider issues of significant public concern, areas of poor performance and areas where Members think the Council could provide better value for money. This is a "live" document and is subject to change as priorities or circumstances change.

Section One – Active & Scheduled panel projects as identified in the overarching Strategic Work Plan. Projects are ranked in priority order. Scheduled projects will commence as active projects are completed or if reprioritised as circumstances require

Topic	Reason for scrutiny	Method of scrutiny and reporting process	Timeline	Progress	Contact
ICT (including Members' ICT)	Heightened importance given the increased reliance on ICT in supporting flexible and remote working	**Steering Group** To lead on related strategy development			
Financial planning and Medium-Term Financial Plan	Review of budget development plans for 2022/2023 and beyond to 2023/24 Budget Budget engagement plan	**Steering Group** to develop forward looking engagement with financial pressures and the budget setting process			
Accommodation Strategy	**Accommodation Strategy (AS):** a specific piece of work focused on the council's ways of working and use of office accommodation.	All member engagement sessions Focused **working group** meetings as required			
Major Projects / Capital Projects	To implement more strategic approach to programme management.	Steering Group - Engagement with Project Management Office and approach to managing major projects			
Community Safety	To engage with the promotion and delivery of Community Safety Projects undertaken across North Somerset	**Steering Group –** Regular b steering group meetings to be arranged			

Section Two – proposed projects (listed in priority order). These must be agreed by the Panel and will be referred for discussion with Chairs and Vice Chairs as part of PCOM's overview remit (for inclusion in the Strategic Work Plan):

Topic	Reason for scrutiny	Proposed method of scrutiny and reporting process	Timeline	Contact
Schools academisation (linking with Major Projects WG	Review financial implications	TBA	TBA	

Section Three – briefings, workshops, and informal panel meetings. Outcomes may, with Chairman's agreement, generate panel agenda items (for inclusion in S4 below) or, with panel agreement, be escalated to S2 above:

Topic	Reason for scrutiny	Date	Outcome	Progress	Contact
PMO	PCOM-led all-Councillor briefing – to update and engage with Members on the development of the PMO service	22/07/22	Further review to be arranged when the system had had an opportunity to further bed in.	Progress to be considered at March 2nd Panel Meeting	Alastair Shankland/ Emma Diakou
Customer Services Strategy (CSS)	Briefing to update and receive feedback from PCOM on the CCS	22/09/22	Further progress update meeting to be arranged with the Panel	Meeting arranged on 6/2/23.	Simone Woolley
Development Sites Action Plan	PCOM/Place panel briefing to update and receive feedback from Members on the Development Sites Action Plan prior to report to 8th November Council	04/10/22	Members feedback to be taken into consideration.	Chairs of PCOM and Place to discuss next steps	Jenny Ford
Climate Emergency Action Plan	PCOM-led all Councillor briefing on the Draft Climate Emergency Action Plan prior to report to 08/09 Council	28/10/22	Members feedback to be taken into consideration.	Report to future PCOM on the Action Plan and progress	Victoria Barvenova
Budget 2023/24 Scrutiny session	To scrutinise proposals for 2023/24 Budget.	17/11/22 01/02/23	Further scrutiny session to be arranged on 01/02/23 (to take account of Local Govt Finance Settlement)	Additional meeting arranged for 01/02/23 - financial scrutiny arrangements going forward to be picked up at future Panel meeting	Mel Watts

Section Four - **agenda reports to the Panel meetings as agreed by the Chairman.** This section primarily provides for the rolling forward planning of agendas and a useful record of panel meeting activity. When considering reports at meetings, outcomes may include proposing a workstream, escalating it to S2 above for potential inclusion on the Strategic Forward Plan.

TCC 20 July 2023

Report Title	Purpose of Report	Outcome (actions)	Progress	Contact
Work Plan	- to review the recommended priorities (from the last Panel) - Chair to outline proposed work plan principles - to consider proposed areas of work/topics from Panel Members - the item will also include Panel discussion around re-establishment (or not) of working/steering groups inherited from PCOM/PLACE Panels			
Update on WESTlink bus service				
MTFP/Budget Monitoring and Panel engagement				
Climate Action Plan				

TCC 30 November 2023

Report Title	Purpose of Report	Outcome (actions)	Progress	Contact
Rights of Way Improvement Plan				
Green Infrastructure Strategy				

TCC 29 February 2024

Report Title	Purpose of Report	Outcome (actions)	Progress	Contact

Section Five - Recommendations - Response from Executive Member

Area for investigation/ Recommendations	When were the recommendations to the Executive agreed?	Expect answer by (first panel meeting after recommendations were submitted)

Section Six - Progress and follow-up on implementing Panel recommendations

Panel Recommendation	Date of response	Actions – implementation progress

APPENDIX

Chair's recommendations for Panel priorities (for the new administration following local elections in May 2023) set out in the Scrutiny report to Council on 21st February: **For Panel discussion/endorsement**

- Contribute to policy discussions for the procurement of energy.
- Arrange all member briefings/consultations on 2023-24 budget and Medium Term Financial Plan (MTFP).
- Ensure Customer Services improvements happen as planned.
- Ensure capital spending and major projects provide value for money.
- Ensure Climate Emergency actions are met.
- Support Community Safety initiatives.