

Climate Action, Environment & Highways Policy and Scrutiny Committee

Date:	10 th September 2024
Classification:	General Release
Title:	2024/2025 Work Programme
Report of:	Head of Governance and Councillor Liaison
Wards Involved:	All
Policy Context:	All
Report Author and Contact Details:	Francis Dwan, fdwan@westminster.gov.uk

1. Executive Summary

- 1.1 This report asks the Climate Action, Environment and Highways Policy and Scrutiny Committee (“the Committee”) to review its work programme and discuss any new topics for scrutiny.
- 1.2 This report also sets out the work of the Committee since its last meeting on 23rd July 2024.

2. Formal Meeting Dates for the 2024/2025 Municipal Year

- 2.1 The Committee is advised that the remaining scheduled meeting dates for the 2024/2025 year are:
 - 31st October 2024 (Extraordinary Meeting);
 - 27th November 2024; and,
 - 6th March 2025.

3. Background

- 3.1 The Policy and Scrutiny team supports the Committee in creating the work programme and the Committee considers items on those areas where the Council is currently working to develop new policy (pre-decision scrutiny), where

policies previously implemented are ready for strategic review (post-decision scrutiny) or where scrutiny plays a role in oversight. The overall emphasis is to provide scrutiny with maximum opportunity to have impact and influence Council policy.

- 3.2 When drawing up work programmes, the Committee considers the vision and purpose of scrutiny at Westminster:

Scrutiny is a vital function to promote transparency and accountability. On behalf of Westminster's communities and stakeholders, local non-Executive Councillors will endeavour to ensure services in the City not only meet people's needs but enhance lived experiences by:

1. *Championing the best possible outcomes for communities and stakeholders.*
2. *Holding the Council, its partner organisations and external bodies to account for decisions taken and the impacts on our communities.*
3. *Examining Council priorities, actively engaging in policy development and offering constructive challenge prior to decisions being taken.*
4. *Working strategically across the city to focus our efforts on policy and service areas where scrutiny can make the biggest impact.*
5. *Demonstrating integrity and commitment by adhering to the Nolan Principles of Public Life.*

4. Work Programme for 2024/25

- 4.1 The Committee met on Monday 29th April 2024 to discuss items for its work programme after the Cabinet Member Annual Updates held in April 2024.
- 4.2 When considering its work programme, the Committee had regard to its Terms of Reference, set out in Appendix 2, Member and Officer time, the number of times it is due to meet this municipal year, and what items scrutiny would have the most impact on.
- 4.3 The Committee is reminded that its work programme is flexible to allow for any urgent issues that might arise.
- 4.4 The Committee is asked to discuss and propose any new topics of interest for the Committee's work programme in 2024/25.

5. Task Groups and Single Member Studies

- 5.1 Each Committee has discretion to establish Task Groups and Single Member Studies to examine key issues in more detail. The Committee is asked to consider whether they would like to establish a Task Group or commission a Single Member Study. The Committee should be advised that both Members and Officers will only be able to successfully take part in and support a finite number of Task Groups at any one time.

6. Monitoring recommendations, information requests and actions

6.1 The recommendations, information requests and actions arising from each meeting are recorded in the Committee Tracker attached as Appendix 3. Members are invited to review the work undertaken in response to those recommendations, information requests and actions.

7. Committee activity

7.1 Since the previous meeting of the Committee on the 23rd July 2024, the Committee has received the following:

- All outstanding information requests and recommendation requests from previous Committees (21.08.24 & 02.09.24)
- Updates on relevant items added to the forward plan (multiple)
- EoY Performance Report and Finance Monitor (15.07.24)
- Q1 2024/2025 Performance Report and Finance Monitor (30.08.24)

If you have any queries about this report or wish to inspect any of the background papers, please contact Francis Dwan.

fdwan@westminster.gov.uk

Appendix 1: Work Programme

Appendix 2: Committee Tracker

Appendix 3: Terms of Reference

Appendix 4: Public Conveniences' Briefing Note