STRATEGIC OVERVIEW & SCRUTINY COMMITTEE

THURSDAY 27 OCTOBER 2016
GIPPING ROOM, GRAFTON HOUSE
6.00 PM

COUNCILLORS

LABOUR
G Chisholm
S Darwin
S Gage
M Goonan
T Grant
J Macartney
J Riley
C Smart
H Whittall

LIBERAL DEMOCRAT
O Holmes

CONSERVATIVE
G Debman
E Harsant
E Xhaferaj

Substitutes:
S Barber
S Connelly
P Gardiner
A Hopgood
B Knowles
A Leeder

I Lockington

S Ion
E Phillips
R Pope
<table>
<thead>
<tr>
<th><strong>PART 1</strong></th>
</tr>
</thead>
<tbody>
<tr>
<td>1. Apologies for Absence</td>
</tr>
<tr>
<td>2. Minutes of the Meeting held on 29 September 2016 (Pages 1 - 6)</td>
</tr>
<tr>
<td>3. Declarations of Interest</td>
</tr>
<tr>
<td>4. To Confirm or Vary the Order of Business</td>
</tr>
<tr>
<td>5. OS/16/07 Update on the Orwell Bridge Speed Restriction (Pages 7 - 14)</td>
</tr>
<tr>
<td>6. OS/16/08 Work Programme 2016/17 (Pages 15 - 20)</td>
</tr>
</tbody>
</table>

HELEN PLUCK
MONITORING OFFICER

19 October 2016

Any enquiries about this meeting should be addressed to
Trisha Sutton - 01473 432512
Grafton House, 15 - 17 Russell Road, Ipswich IP1 2DE.
Website: [www.ipswich.gov.uk](http://www.ipswich.gov.uk)

The information contained within these papers can be made available in alternative formats. Please use the contact details above for assistance
STRATEGIC OVERVIEW & SCRUTINY COMMITTEE

MINUTES

THURSDAY 29 SEPTEMBER 2016
GIPPING ROOM, GRAFTON HOUSE
6.00 PM

Present: Councillors G Chisholm, S Darwin, G Debman, S Gage, T Grant, E Harsant (Chair), O Holmes, J Macartney, J Riley, C Smart, H Whittall, E Xhaferaj and S Connelly (Substitute)

12. Apologies for Absence

Apologies were received from Councillor Goonan.

13. Unconfirmed Minutes of the Meeting held on 4 August 2016

Resolved:
that the minutes of the meeting held on 4 August 2016, be signed as a true record.

14. Declarations of Interest

There were no declarations of interest.

15. To Confirm or Vary the Order of Business

Resolved:
that the Order of Business be as printed on the agenda.

16. Annual Review of the Health Scrutiny Committee

16.1 The Chair reported that the main concerns of residents were:
• The lack of availability of doctor appointments, in particular at the Two Rivers GP Practice where some patient’s appointments had been cancelled by telephone.
• The University of Suffolk had issued a report to the Suffolk Community Foundation, 'Hidden Needs in Suffolk Five Years On (2011-2016)' which highlighted concerns.
• During the Overview & Scrutiny Committee, Task and Finish Group for Mental Health Awareness it had been reported that 1 in 5 young people had been diagnosed with high anxiety or depression.

16.2 The Chair introduced Suffolk County Councillor Michael Ladd, the Chair of the Suffolk Health Scrutiny Committee who provided an update on what the Committee had dealt with during the last 3 meetings.

16.3 In January 2016 the meeting had been held at Ipswich Hospital and the main topic had been the Transformation Plan of Child and Adolescent Mental Health Services in Suffolk (CAMHS). A new strategy was being developed and one of the immediate priorities was that a single point of access was key. The development of online guidance for young people, parents and professionals was also important as well as for families as it was confirmed that 10% of children and young people had a diagnosed mental health condition. Councillor Ladd had visited Carlton Court in Lowestoft, run by the Norfolk & Suffolk NHS Foundation Trust which included some family units in a spacious building. The CAMHS Transformation Plan would be reviewed by the Health Scrutiny Committee in January 2017.

16.4 A Task and Finish Group had been set up with Education and Children Services to consider how schools could support the Transformation Plan, how behaviours could be identified for early intervention and to signpost to support, especially within academies. Also in January 2016 there had been a Task & Finish Group report on Winter Pressures and the lessons learnt from the previous year.

16.5 At the meeting in April 2016, the current and future capacity in the residential and nursing care market in Suffolk had been considered and action plans for improvement were ongoing. Full support had been given for a bid to the New Anglia Local Enterprise Partnership (NALEP) for skills training in social sector care and this had proved successful.

16.6 In July 2016 changes to the provision of primary care services at Hopton and Stanton GP surgeries had been considered. The shortage of GP’s in these areas remained and the Committee had been concerned about the lack of engagement with the patients and the local community. A Joint Health Scrutiny Task & Finish Group had been set up for early in 2017 with North East Essex Health Scrutiny Committee to consider the NHS Sustainability and Transformation Plans.

16.7 Also at the meeting in July a presentation had been given by the Chief Officer of Ipswich and East Suffolk and West Suffolk Clinical Commissioning Groups (CCGs) who reported that £13m of efficiency savings needed to be achieved in
the current financial year. Concern was expressed about the response times of the East of England Ambulance Service and Councillor Ladd confirmed that any decisions on proposals to reduce cycles of In-vitro Fertilisation (IVF) treatment and a more focussed outreach service for marginalised and vulnerable adults would be deferred until 2017.

16.8 The approach taken across the sector to work together in the wider interests of the local health economy for the recruitment and retention of nursing staff by the NHS and other health and care providers in Suffolk had been commended following detailed discussion with several Health Directors, Managers and Care Home Owners. Bursaries would no longer be available for those wishing to study nursing and it was considered that this would enable institutions to design their provision to suit the market.

16.9 Items to be discussed at the next Health Scrutiny Committee on 12 October 2016 were; the provision of GP Services at Hopton and Stanton, an update on the Clinical Commissioning Groups (CCG’s) financial position and an introduction to the Colchester and Ipswich Hospital’s partnership work.

16.10 Councillor Riley asked whether any guidance had been taken from the University of Suffolk about the lack of bursaries for nursing and Councillor Ladd said that a conversation with the University had taken place. The Health Scrutiny Committee had limited power to alter any decisions made however; it did have the responsibility, in everyone’s interest to keep this matter under scrutiny. Councillor Riley also asked what the Committee’s response to the shortage of GP’s had been and Councillor Ladd confirmed that the shortage was a national issue.

16.11 Councillor Darwin said that following the launch of the ‘Hidden Needs’ report it was clear that while Suffolk had an ageing population, Ipswich had a far younger population and she asked whether the measures of social care took this into account about how funding should be targeted. Councillor Ladd said that this had been discussed on several occasions but there were huge pressures on the health and social care system. Sustainability and Transformation Plans aimed for better collaboration between partners as well as to save money.

16.12 Councillor Darwin asked whether the Connect East project would be targeting the gaps for those leaving hospital and Councillor Ladd said that a whole system approach was needed.

16.13 Councillor Debman expressed concern about ambulance waiting times and that a lift which had been out of action at Bluebell Lodge until the hospital had repaired it, being unacceptable. Councillor Ladd said that he regularly met with Healthwatch to update them with his concerns which had either been reported to him or by Councillor Whittall. Councillor Ladd also said that he was due to meet with the East of England Ambulance Service next week to discuss the issues which the Care Quality Commission had picked up within their Inspection Report.
Councillor Macartney said that during the recent Overview & Scrutiny Task & Finish Group about Mental Health Awareness it had been reported that there was a lack of support in the area, young people had to travel far away to access the available services and often counselling sessions had to be funded by the family. Councillor Ladd said that he would be keen to be part of the Task & Finish Group and that he also recognised that part of the responsibility was with schools as changes in behaviour such as eating disorders or social media pressure could be an early indication of an issue. It was acknowledged that, at the Task & Finish Group, Councillor Richard Pope had maintained that early intervention was key and Councillor Ladd extended an invitation to Councillor Pope to attend the Suffolk County Council Health Scrutiny Committee in January 2017 to speak about this issue.

Councillor Gage asked whether annual checks on the response times of ambulances took place as part of a statutory duty and it was confirmed that response times in rural areas was of concern. This had been looked at 2 years ago and Councillor Ladd said that this would be discussed with the East of England Ambulance Service next week. Councillor Gage suggested that this be considered as part of an action plan before the January 2017 meeting and Councillor Ladd assured her that ambulance response times would be discussed as part of the Winter Pressures item at the next Health Scrutiny Committee.

Councillor Gage also asked for information about the services being provided by the Connect East Ipswich project. Councillor Ladd was unaware of how Connect East were providing services and suggested that the SCC Cabinet Member for Health and Social Care be invited to comment on this matter. Councillor Gage also asked about the ‘delayed discharge’ procedures, the quality of care in care homes and the delay in setting up ‘in home’ care for those coming out of hospital especially in view of the coming season. Councillor Ladd said that this had been reviewed 2 years ago and problems often occurred when there was no co-ordination between health and social care. Ipswich Hospital now had the contract to look at this and assessment and co-ordination should happen on entry to hospital and not be left until the day when patients were discharged.

Councillor Chisholm said stigma existed in the ageing population which prevented the community coming forward to seek help for those suffering from dementia. Councillor Ladd said that any questions which had been left unanswered would be put to the Cabinet Member when the minutes were issued. He suggested that the Cabinet Member for Health be invited to speak to the Committee about the review of the Health Scrutiny Committee next year.

Councillor Grant questioned why the Clinical Commissioning Group were looking to reduce the budget by £13m at a time when they should be investing more resource for those with Mental Health issues? With crisis intervention being the main option and there being no focus on early intervention should the Health Scrutiny Committee be looking at how well this service was being funded. Councillor Ladd agreed that prevention was key and more funding
needed to be set aside for the Mental Health service but such a vast amount of funding went to the hospitals.

16.19 Councillor Whittall made the following observations:

- Having had the opportunity to contribute to the good work of the Health Scrutiny Committee (as the representative from Ipswich Borough Council) the main concern remained the co-ordination of services.
- The ‘voice of patients’ was key and Healthwatch made an important contribution to the whole process of service design.
- It was the responsibility of the Health Scrutiny Committee to oversee that within contracts that teams had adequate capacity.
- The concerns of the ‘Hidden Needs’ report should be considered by the Health Scrutiny Committee to respond to changing demographics.

16.20 Councillor Ladd said that he would take back the following concerns to the Health Scrutiny Committee which had been highlighted:

- Concern that a lift had remained out of action at Bluebell Lodge until the hospital had repaired it.
- A request for information about the services being provided by the Connect East Ipswich project.

16.21 It was agreed that Councillor Whittall should be made aware of any future service level concerns of Councillors (as the representative from Ipswich Borough Council) and the Chief Executive agreed to follow up on information regarding the Connect East project. The Chair thanked Councillor Ladd for his attendance at the meeting.

17. OS/16/04 Annual Report of Write Off of Bad Debts 2015/16

17.1 The Operations Manager, Finance & Procurement presented this annual report and explained that under the Council’s Financial Regulations, the details of the write off of bad debts 1 April 2015 to 31 March 2016 were attached for consideration at Appendix A to report Ref No: OS/16/04. It was confirmed that it was the Council’s duty to collect a debt for as long as it was financially prudent to do so.

17.2 A breakdown of the different categories of ‘write-off’ was listed, broken down into amounts and as had been requested during discussion of the report the previous year, the write-offs due to bankruptcy or liquidation were also detailed. In respect of the total of write-offs in comparison to the £169m collected by the Council in total, 99% of income was collected and this figure was within the amount anticipated and was accounted for within the budget.

17.3 It was confirmed that this report was submitted to the Committee to allow the remit of challenge within the public domain and that there were no debts over £50k. If a customer, due to a change in circumstance, became able to pay a debt they would be pursued for the money previously owed in the normal manner.
17.4 Councillor Gage asked if any benchmarking had been undertaken and the Officer said that previous benchmarking had shown Ipswich Borough Council to be amongst the top ranking collectors of debt even though urban authorities had a more transient population than rural authorities.

Resolved:

that the sums written off, under Financial Standing Order 22, in the period 1 April 2015 – 31 March 2016 amounting to £1,504,900, be noted.

18. OS/16/05 Annual Report of the Overview & Scrutiny Committee 2015/16

18.1 The Chair presented the Annual Report of the Strategic Overview & Scrutiny Committee, attached at Appendix 1 to report Ref No: OS/16/05.

Resolved:

1. that the Strategic Overview & Scrutiny Committee Annual Report 2015/16, attached at Appendix 1 to report Ref No: OS/16/05, be approved for submission to Council.

2. that the 2016/17 Work Programme of the Strategic Overview & Scrutiny Committee, attached at Appendix 2 to report Ref No: OS/15/05, be approved.

19. OS/16/06 Work Programme 2016/17

19.1 Councillor Debman requested that prior to the next meeting, when the Update on the Speed Restriction on the Orwell Bridge would be discussed, that a Task & Finish Group be convened to formulate questions about whether there had been a reduction in accidents for the Norfolk & Suffolk Roads Policing Inspector of the Suffolk Constabulary and Highways England to answer. Councillors Holmes and Gage agreed to take part in the Task & Finish Group, and the Chief Executive put forward that the Integrated Traffic Officer would also be invited to attend.

Resolved:

that the Strategic Overview & Scrutiny Work Programme 2016/17, as attached at Appendix 1 to report OS/16/06, be agreed.

The meeting closed at 7.05 pm

Chair
COMMITTEE       STRATEGIC O & S                        Ref No: OS/16/07
DATE            27 OCTOBER 2016
SUBJECT:        UPDATE ON THE SPEED RESTRICTION ON THE
                 ORWELL BRIDGE
PORTFOLIO HOLDER: COUNCILLOR PHIL SMART

Brief description of report content and the decision being asked for:
At the Overview & Scrutiny Committee held on 29 January 2015, it was agreed that ‘in the event of a speed limit being introduced on the Orwell Bridge, the Highways Agency would be asked to provide information on its effect, six months after it had been implemented.’
At the Overview & Scrutiny Committee held on 29 September 2016 it was agreed that a Task & Finish Group would be held on 10 October 2016 to formulate questions to ask Highways England about the speed restriction. These questions are included within the notes of the Task & Finish Group, attached at Appendix 1.

List of Appendices included in this report:
Appendix 1 – Notes of the Task & Finish Group – Impact of the Closure of the Orwell Bridge

Recommendation:
That the Strategic Overview and Scrutiny Committee consider the response to the questions posed in Appendix 1, discuss any further information and agree any further course of action required.
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# Task & Finish Group - Orwell Bridge Closures

<table>
<thead>
<tr>
<th>Review</th>
<th>What the impact of Ipswich closing the Orwell Bridge has on Ipswich and how the number of closures can be minimised.</th>
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<tr>
<td><strong>Review Brief</strong></td>
<td>When the Orwell Bridge is closed for any reason, planned or unplanned, traffic that would otherwise remain on the A14 is diverted through urban Ipswich. Depending on the timing the impact to the town can be minimal or considerable. Weekday closures affect journeys to and from work and school and the general movement of traffic that is necessary for a 21st century town to function. For many residents it means having more vehicles, including lorries, passing their homes than is normally the case, often at night.</td>
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<td><strong>Aims/ Objectives of Review</strong></td>
<td>To obtain a clear understanding of the circumstances that lead to the closure of the Orwell Bridge and the impact this has on Ipswich and to gain evidence that everything possible is done to avoid closing the bridge.</td>
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| **Councillors** | George Debman  
Chris Stewart (until March 2016)  
Andrew Cann (until May 2016)  
Sandra Gage  
Oliver Holmes |
| **Officers** | Russell Williams  
Michael Newsham |
| **Timescale** | Update to Strategic Overview & Scrutiny Committee 13 November 2014. |

**Meeting 27 October 2014**

**Attendees:**

- Councillor C Stewart  
- Councillor G Debman  
- Councillor P Smart (Portfolio Holder Environment & Transport)  
- Russell Williams (Chief Executive)  
- Michael Newsham (Integrated Transport Officer)  
- Stephen Britt (Chair of Transport & Infrastructure Suffolk Chamber of Commerce)  
- Richard Morphew (Hawk Express Taxi Ltd)  
- Bob Hall (J Kemball Haulage Company)  
- John Hunt (Ipswich Taxi Drivers Association)  
- Dean Robbie (Ipswich Buses)  
- Jess Dool (Democratic Services)
1.1. Councillor Debman welcomed everyone and advised that the meeting had been called to discuss the impact on Ipswich when the Orwell Bridge closed and specifically with regards to the impact on those present.

1.2. It was confirmed that the meeting had been arranged to agree what questions could be asked to both Suffolk Constabulary and that the Highways Agency to gather more information with regards to the issues caused by closures and what could be done to improve the situation.

1.3. Mr Newsham, Integrated Transport Officer at IBC, advised that prior to the meeting a discussion had taken place with Mr Nigel Allsopp, the Emergency Planning Manager (East) of the Highways Agency to discuss the questions that had been originally asked in the proposal.

1.4. Discussion took place around the communication of information, the UTMC system, permanent signage and the banning of HGV vehicles in extenuating circumstances.

1.5. It was agreed that an invite be sent to Suffolk County Council, the Highways Agency (to provide a briefing note) and also the Police & Crime Commissioner be requested to attend a future Strategic Overview & Scrutiny Committee meeting. Prior to any such meeting being held, the Task and Finish Group to meet to discuss and agree the questions to be asked. An update would also be provided to the Strategic Overview & Scrutiny Committee at the meeting on the 18 December 2014.

Actions:-

- Mr Newsham to request Mr Allsopp to provide a briefing and attend a future Strategic Overview & Scrutiny Committee meeting with representatives from SCC, Suffolk Constabulary and the P&CC.
- The T&F Group to meet prior to the Strategic Overview & Scrutiny Committee meeting to agree questions to be asked.
- An update to be provided at the 18 December 2014 Overview & Scrutiny Committee meeting.

Meeting 24th November 2014

Attendees:

Councillor C Stewart
Councillor G Debman
Michael Newsham (Integrated Transport Officer)
Bob Hall (J Kemball Haulage Company)
Dean Robbie (Ipswich Buses)
Jan Robinson (Democratic Services)
1.1 The Task and Finish Group discussed questions for the Strategic Overview and Scrutiny Committee in January 2015 when representatives from the Highways Agency, County Council and the P & CC would be requested to attend. After discussion the Task and Finish Group agreed the following questions:

- Councillor C Stewart to formulate a question relating to traffic flow rates through the town and the maximum capacity of the roads. (County Council Question)
- Where are the signs located on the A12/A14 for the diversionary routes through the town centre? (Highways Agency question)
- Is the recommended route through the town centre fit for the 21st century?
- Given that there will be quiet periods on the A14 can the Highway Agency explain why they are not considering a variable speed limit rather than a fixed speed limit?
- Would it be possible to prohibit lorries from the outside lane? (Highway Agency question)
- Have the Highways Agency given consideration to the use of the old A12 Copdock and the old A45 road at Norwich Road Claydon as a location to stack HGV’s when the Orwell Bridge was shut to prevent them from travelling on the A14 at this time. (Highway Agency question)
- Why can’t the A14/A12 signs be used more effectively when the bridge is closed? (Highway Agency question)
- Have you considered a blanket ban for HGV’s except for loading and access in the town centre?
- What were the traffic flows coming off at the Seven Hills junction?

Actions:-

- Mr Allsopp, Councillor Newman and the Police & Crime Commissioner to be invited to the Strategic Overview and Scrutiny Committee in January 2015.
- A list of draft questions to be submitted to the Highways Agency and County Council in advance with the proviso that there may be more questions on the night.

Meeting 26 February 2015

Attendees:

Councillor G Debman
Councillor C Stewart
Michael Newsham (Integrated Transport Officer)

Trisha Sutton (Minutes)

1.1 The Integrated Transport Officer drew Members attention to paragraph 56.27 of the minutes of the Strategic Overview & Scrutiny Committee held on 29 January 2015 when it had been agreed that the Task & Finish Group would meet to discuss any recommendations they felt necessary to be reported
1.2 It was recognised that some recommendations would be dependent on whether a 50mph speed limit on the Orwell Bridge were to be introduced and that information would not be relevant until any speed limit had been in operation for at least 6 months.

1.3 In response to a request by Councillor Stewart discussion took place about whether any data generated would refer to traffic within a specified area of the diversionary route or within a 10 mile radius of the Town Centre but the traffic flow on any ordinary day should also be included to allow for comparisons to be made.

1.4 It was acknowledged that in respect of a ban being placed on HGVs within the Town Centre (other than for loading and unloading) drivers may not follow this and it would be up to the Police to enforce such a ban.

1.5 In respect of the provision of any alternative stacking areas being provided it would still be up to each HGV driver whether they would prefer to park up or join any traffic queue and they could choose alternative routes if they wished.

1.6 Discussion took place about the cost impact to the local economy of delays when the Orwell Bridge was closed and it had been reported to the Committee at the meeting that although data would be useful to have, to what end could it be used?

1.7 Members agreed that not enough information had been discussed about the Urban Traffic Management Control system (UTMC) and how this would aid traffic flows when it was fully functional in the event of a closure. It was suggested that a presentation to the Strategic Overview & Scrutiny Committee by Suffolk County Council on the UTMC be requested.

**Recommendations:** That the following be referred to the Strategic Overview & Scrutiny Committee for debate at a future meeting.

1. That, the Chair of the Strategic Overview & Scrutiny Committee write to the visitors for their attendance at the meeting on the 29 January 2015 to thank them for their contribution to the debate.

2. That, Suffolk County Council be asked to consider introducing a Traffic Regulation Order so that motor vehicles over 7.5t (HGVs) would not be allowed in the town centre, except for access and loading.

3. That, the suggestions, made by Councillor Smart at the Strategic Overview & Scrutiny Committee on 29 January 2015, that consideration be given to the provision of a HGV stacking area(s) when the Orwell Bridge was closed and that high sided vehicles not be allowed to use the Orwell Bridge during adverse weather, be referred to the Highways Agency and Suffolk County Council.

4. That, in the event of a 50mph speed limit being introduced on the Orwell Bridge, the Highways Agency be asked to provide information on its effect, six months after it had been implemented.

5. That, Suffolk County Council be asked to give a presentation to the
Strategic Overview & Scrutiny Committee on the new Urban Traffic Management Control (UTMC) system for traffic lights.

6. That, the Highways Agency be asked to send the minutes of any future meetings regarding the Orwell Bridge to Ipswich Borough Council or preferably to include an invitation for an IBC representative to attend any such meetings.

7. That, the Strategic Overview & Scrutiny Committee consider whether they wish to broaden the remit of this matter to look more generally at traffic levels in Ipswich and their effect on the town.

Meeting 10 October 2016

Attendees:

Councillor G Debman
Councillor S Gage
Councillor O Holmes
Michael Newsham (Integrated Transport Officer)
Trisha Sutton (Minutes)

1.1 At the Task & Finish Group held on 26 February 2015 it had been recommended that the Highways Agency be asked to provide information on the effect of a speed limit being introduced on the Orwell Bridge, six months after its implementation. The Police & Crime Commissioner had stated that the new signage and road markings had been in place since April 2016 although Mr Newsham highlighted that a 60mph speed restriction had only been enforceable on the Orwell Bridge since July 2016.

1.2 Councillor Debman had requested that, prior to the next Overview & Scrutiny Committee when the update on the speed restriction on the Orwell Bridge was due to be discussed (as part of the agreed Work Programme), that a Task & Finish Group be convened to formulate questions about whether there had been a reduction in accidents for the Norfolk & Suffolk Roads Policing Inspector of Suffolk Constabulary and Highways England to answer.

1.3 Further discussion took place about the suggested provision of a stacking area on the A12 or A14 and the traffic regulation orders for heavy goods vehicles over 7.5t in the Town Centre. It was recognised that bad weather conditions had not yet occurred and it would be beneficial to the Committee to consider statistics on the impact of the bridge speed limit during more adverse weather conditions.

1.4 The following questions were considered to be asked of Highways England:

- Had there been a difference in the number of accidents from July 2016 to date, compared to last year’s figures?
- Had the reduction in the speed limit had any effect on the number of bridge closures?
- What were the current ‘Operation Stack’ procedures?
- Had the reduction of speed reduced the amount of accidents for vehicles coming out of the petrol garage?
- What effect has the reduction in speed limit made to traffic between the junctions of Wherstead Road to the Nacton Road interchange?
- In the event of bad weather conditions, what actions are in place to ensure smooth traffic flow over the bridge?
- Had the reduction in the speed limit meant that recovery times following a closure had been reduced?
- Had there been an increase in the amount of HGV’s using the A14 and crossing the bridge?

Recommendations:

1. that the questions above be submitted to Highways England and the responses be discussed by the Overview & Scrutiny Committee on 27 October 2016.
2. that, at the Overview & Scrutiny Committee on 2 March 2017, Highways England, the Norfolk & Suffolk Roads Policing Inspector and the representatives who attended the Committee in January 2015, be invited to discuss detailed comparable statistics, (which could include weather condition information) when available.
COMMITTEE: STRATEGIC O&S REF NO: OS/16/08
DATE: 27 OCTOBER 2016
SUBJECT: WORK PROGRAMME 2016/17
HEAD OF SERVICE: D FIELD

**Short description of report content and the decision requested:**
Attached is the Work Programme for 2016/17 for discussion by the Overview & Scrutiny Committee to consider any updates which may be required.

**List of Appendices included in this report:**
Appendix 1 – Work Programme 2016/17

**Recommendations:**
That the Overview & Scrutiny Committee Work Programme, attached at Appendix 1 to report Ref No: OS/16/08, be agreed and updated where appropriate.
This page is intentionally left blank
<table>
<thead>
<tr>
<th>Committee Date</th>
<th>Scrutiny</th>
<th>Lead Councillor(s)</th>
<th>Portfolio Holder(s)</th>
<th>Officer(s)</th>
</tr>
</thead>
<tbody>
<tr>
<td>7 January 2016</td>
<td>• Annual Report on Police Matters – P&amp;CC and Chief Superintendent <em>(attendance confirmed)</em>&lt;br&gt;• Bereavement Services Update&lt;br&gt;• Budget Proposals 2016/17 Onwards&lt;br&gt;• Performance Dashboard&lt;br&gt;• Work Programme 2015/16 Including any proposal forms</td>
<td>Cllr Ellesmere</td>
<td>Cllr Cook</td>
<td>M Grimwood, Suffolk Police, P&amp;CC’s Office&lt;br&gt;S Kemp/G&lt;br&gt;Mole&lt;br&gt;J Hudson/B&lt;br&gt;Burns&lt;br&gt;J Stebbings&lt;br&gt;T Sutton</td>
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<td>3 March 2016</td>
<td>• Representation on Outside Bodies – Discussion &amp; short update on achievement during the year&lt;br&gt;• Task &amp; Finish Group – Exploitation of Children &amp; Vulnerable Adults&lt;br&gt;• Work Programme 2015/16 Including any work programme proposal forms</td>
<td>Cllrs Harsant, C Stewart, Riley &amp; Macartney&lt;br&gt;Cllrs Harsant, Riley, Macartney, Lockington</td>
<td>Cllr Meudec</td>
<td>J Robinson&lt;br&gt;M Grimwood, T Pinter, J Robinson, S&lt;br&gt;Yule&lt;br&gt;T Sutton</td>
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<td>30 June 2016</td>
<td>Meeting Cancelled</td>
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<td>4 August 2016</td>
<td>• Work Programme 2015/16 Including any work programme proposal forms&lt;br&gt;• Update on Shortage of School Places (from meeting held on 6 August 2015)&lt;br&gt;• Task &amp; Finish Group – Alternative Curriculum Provision&lt;br&gt;• Task &amp; Finish Group – Health Profile</td>
<td>Cllr Fern / SCCllr G Jones/ Cllr Pope/ SCCllr&lt;br&gt;Cllr Fern</td>
<td>Cllr Meudec</td>
<td>T Sutton&lt;br&gt;S Barker/SCC Officers&lt;br&gt;SCC Officers&lt;br&gt;I Blofield/P&lt;br&gt;Whittall</td>
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<td>Agenda Items</td>
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<td>Chair</td>
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| 29 September 2016 | • Work Programme 2015/16 *Including any work programme proposal forms*  
• Annual Report on the Health & Scrutiny Committee  
• Annual Report of the Overview & Scrutiny Committee  
• Annual Report of Write Offs of Bad Debts 2016/17 | Cllr Whittall  
Cllr Harsant  
Cllr MacDonald  
Cllr Meudec  
Cllr M Cook | T Sutton  
SCC Cllr Ladd  
T Sutton  
J Hudson |
| 27 October 2016 | • Work Programme 2015/16 *Including any work programme proposal forms*  
• Orwell Bridge Update on Speed Restriction | Cllrs Debman, Holmes & Gage  
Cllr P Smart | T Sutton  
| 24 November 2016 | • Work Programme 2015/16 *Including any work programme proposal forms* |                                               | T Sutton |
| 5 January 2017  | • Work Programme 2015/16 *Including any work programme proposal forms*  
• Budget Proposals 2017/18 Onwards  
• Annual Report on Crime and Police Matters  
Superintendent K Cutler (attendance confirmed)  
• Performance Dashboard | Cllr Ellesmere  
Superintendent K Cutler  
Cllr Pope  
Cllr Cook  
Cllr Ross  
Cllr Rudkin | T Sutton  
J Hudson/B Burns  
M Grimwood  
J Stebbings |
<table>
<thead>
<tr>
<th>Date</th>
<th>Topic</th>
<th>Participants</th>
<th>Chairperson</th>
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<tbody>
<tr>
<td>2 February 2017</td>
<td>Work Programme 2015/16 <em>Including any work programme proposal forms</em></td>
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<td>T Sutton</td>
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<tr>
<td>2 March 2017</td>
<td>Representation on Outside Bodies – review</td>
<td>Cllrs Harsant, Riley, Macartney Det. Sup David Cutler Cllrs Harsant / Macartney/Goonan All Councillors</td>
<td>Cllr Meudec</td>
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<td>Review of Area Committees</td>
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<td>Work Programme 2015/16 <em>Including any work programme proposal forms</em></td>
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<tr>
<td>To be Scheduled</td>
<td>A Training Session to be held during each new municipal year (if membership changes)</td>
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<td>Any Task &amp; Finish Updates (as and when required)</td>
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<td>Annual reports</td>
<td>Annual report on the Health Scrutiny Committee (July 2017)</td>
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<td>Annual report of the Overview &amp; Scrutiny Committee (Sept 2017)</td>
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<td>Annual report of Write Offs of Bad Debts 2017/18 (Sept 2017)</td>
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<td>Budget Proposals 2017/18 Onwards (January 2018)</td>
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<td>Annual Report on Police Matters (January 2018)</td>
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