

MEETING:	General Overview and Scrutiny Committee
MEETING DATE:	18 February 2015
TITLE OF REPORT:	Draft work programme
REPORT BY:	Governance services

Classification

Open

Key Decision

This is not an executive decision.

Wards Affected

County-wide

Purpose

To consider the committee's work programme and to receive updates on work allocated to task and finish groups.

Recommendation

THAT the work programme (Appendix 1) be noted, subject to any comments the committee wishes to make.

Alternative Options

- 1 It is for the committee to determine its work programme as it sees fit to reflect the priorities facing Herefordshire. The committee needs to be selective and ensure that the work programme is focused, realistic and deliverable within the existing resources available.

Reasons for Recommendations

- 2 The committee needs to develop a manageable work programme to ensure that scrutiny is focused, effective and produces clear outcomes.

Key Considerations

Draft Work Programme

- 3 An outline work programme is attached at Appendix 1, it is under continuous review.
- 4 The work programme needs to focus on the key issues of concern and be manageable allowing for urgent items or matters that have been called-in.
- 5 Should committee members become aware of issues please discuss the matter with the Chairman, Vice-Chairman and the Statutory Scrutiny Officer.

Task and Finish Groups

- 6 The committee can allocate tasks drawn from the work programme to a task and finish group. It is for the committee to confirm an outline scope including, as a minimum, the composition of the group, the desired outcomes and what will not be included in the work.
- 7 Three task and finish groups are currently in progress: Balfour Beatty Living Places - Public Realm Services; Community Infrastructure Levy; and Development Management (Planning).
- 8 Due to work in progress on the task and finish groups and the additional resources required to service recent call-in meetings, work on Digital Strategy will not be progressed further during 2014/15. Officers have been asked to provide a briefing note to update members on related issues before the end of March 2015.
- 9 Similarly, work on the topics of Pupil Premium and the Hidden / Actual Costs of Education will not be progressed further during 2014/15. Again, officers have been asked to provide a briefing note.

Community Impact

- 10 The topics selected for scrutiny should have regard to what matters to residents.

Equality and Human Rights

- 11 The topics selected need to have regard for equality and human rights issues.

Financial Implications

- 12 The costs of the work of the committee will have to be met within existing resources. It should be noted the costs of running scrutiny will be subject to an assessment to support appropriate processes.

Legal Implications

- 13 The council is required to deliver an Overview and Scrutiny function.

Risk Management

- 14 There is a reputational risk to the council if the Overview and Scrutiny function does not operate effectively. The arrangements for the development of the work programme should help mitigate this risk.

Consultees

15 The Chairman and Vice-Chairman meet on a regular basis to consider the work programme.

Appendices

Appendix 1 Draft Work Programme

Background Papers

- None identified.