

Meeting:	Adults and wellbeing scrutiny committee
Meeting date:	23 August 2017
Title of report:	Committee work programme 2017-18
Report by:	Governance services

Classification

Open

Key decision

This is not an executive decision.

Wards affected

Countywide

Purpose

To consider the committee's work programme for the 2017-18 municipal year.

Recommendation

That the draft work programme (appendix a) be approved, subject to any amendments the committee wishes to make.

Alternative options

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

Reasons for recommendations

- 2 To enable the committee to establish a manageable work programme to ensure that scrutiny is focused, effective and produces clear outcomes.

Key considerations

- 3 Workshops were held on 5 and 30 June 2017 in order for members to contribute to the development of an annual work programme. The principal purpose of the workshops was for members to identify a shortlist of items for scrutiny during the coming year, but also to consider approaches to ensuring the effectiveness of scrutiny. As well as committee members, the workshops were attended by non-scrutiny members, the cabinet member for health and wellbeing, the chairman of

Healthwatch, a director of NHS Herefordshire Clinical Commissioning Group (CCG), and supported by directors and democratic services officers.

- 4 Members were invited to identify topics they would like to scrutinise and these were allocated to suggested committee dates during 2017/18. The emphasis was on identifying priority areas for scrutiny, and recognising a need for some flexibility in allowing for urgent items or to consider decisions that have been called-in for scrutiny.
- 5 It was recognised that the selected topics may each be suited to different scrutiny approaches, i.e., formal committee items, task and finish groups or scrutiny days. In considering the draft work programme, consideration was given to the most appropriate approach for scrutiny of items, in particular, those with broad or cross cutting themes.
- 6 The value of good preparation for scrutiny work was acknowledged during the workshop. It was suggested that committee members meet before each committee in order for the collective planning of lines of enquiry in relation to agenda items.
- 7 The draft work programme is appended (appendix a) for consideration. The work programme will remain under regular review during the year to allow the committee to respond to particular circumstances.
- 8 Should committee members become aware of additional issues for scrutiny during year they are invited to discuss the matter with the chairman and the statutory scrutiny officer.
- 9 It is proposed that in the delivery of the work programme, the following committee dates be scheduled:

21 September 2017
16 November 2017
25 January 2018
5 April 2018

In line with paragraph 6 above, it is proposed for committee members to meet at 9.15am on these dates, in private, for meeting preparation. The formal meeting would commence at 10am.

Community impact

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

Equality duty

- 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 a scrutiny function.

Risk management

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

Consultees

15 Participants at the workshops identified above contributed to the development of the work programme and are encouraged to continue to do so to ensure the work programme remains relevant.

Appendices

Appendix a Draft work programme 2017/18

Background papers

None identified.