

MEETING:	GENERAL OVERVIEW AND SCRUTINY COMMITTEE
DATE:	18 JUNE 2013
TITLE OF REPORT:	COMMITTEE WORK PROGRAMME
REPORT BY:	HEAD OF GOVERNANCE & MONITORING OFFICER

1. Classification

Open.

2. Key Decision

This is not a key decision.

3. Wards Affected

County-wide.

4. Purpose

To consider the Committee's work programme.

5. Recommendation

THAT the work programme be noted, subject to any comments the Committee wishes to make.

6. Key Points Summary

- 6.1 The Committee is asked to note its work programme and to note progress on current work.
- 6.2 At its meeting on 11 February 2013, the Committee agreed that the Chairman and Vice-Chairman should review the committee work programme with a view to recommending items for the next 6 months and priorities for the next 12 months for policy development. The Chairman and Vice-Chairman now meet on a regular basis to consider the programme and a revised programme is appended for consideration. Further meetings will be held to further develop the programme. Should Committee Members become aware of issues please discuss the matter with the Chairman, Vice-Chairman and the Scrutiny Officer.

7. Alternative Options

- 7.1 It is for the Committee to determine its work programme as it sees fit to reflect the priorities facing Herefordshire. Any number of subjects could be included in the work programme. However, the Committee does need to be selective and ensure that the work programme is

focused on the key issues, realistic and deliverable within the existing resources available.

8. Reasons for Recommendations

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

9. Introduction and Background

- 9.1 An outline work programme is appended for this meeting. This is because the programme is under continuous review.

10. Key Considerations

- 10.1 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.

11. Community Impact

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

12. Equality and Human Rights

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

13. Financial Implications

- 13.1 The cost of the work of the Scrutiny 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.

14. Legal Implications

- 14.1 The Council is required to deliver an Overview and Scrutiny function.

15. Risk Management

- 15.1 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.

16. Consultees

- 16.1 Following initial consultations on topics for scrutiny with Directors and Members of the Cabinet, all members of the Council were invited to suggest items for scrutiny.

17. Appendices

17.1 Appendix A: Draft Work Programme

17.2 Appendix B: Task and Finish Reviews - Progress Report

17.3 Appendix C: Executive Rolling Programme (as at the time of going to print).

18. Background Papers

18.1 None identified.