

MEETING:	GENERAL OVERVIEW AND SCRUTINY COMMITTEE
DATE:	3 SEPTEMBER 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 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. The Committee needs to be selective and ensure that the work programme is focused, 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 The Chairman and Vice-Chairman meet on a regular basis to consider the programme.

17. Appendices

- 17.1 Appendix A: Draft Work Programme

Appendix B: Task and Finish Reviews - Progress Report

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

18. Background Papers

- 18.1 None identified.