

MEETING:	General Overview and Scrutiny Committee
MEETING DATE:	10 March 2015
TITLE OF REPORT:	Work programme and task and finish groups
REPORT BY:	Governance services

Classification

Open

Key Decision

This is not an Executive decision.

Wards Affected

County-wide

Purpose

To note progress and to receive updates on work allocated to task and finish groups.

Recommendation

THAT the report be noted, subject to any comments 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 The committee needs to develop a manageable work programme to ensure that scrutiny is focused, effective and produces clear outcomes.

Key Considerations

Work Programme

- 3 This meeting is the final scheduled meeting of the committee for the municipal year.

- 4 A brief overview of the work undertaken during 2014/15 is provided within the annual report, to be received at Council on 6 March 2015:

http://councillors.herefordshire.gov.uk/documents/s50024302/1%20GOSC%20Annual%20Report%20to%20Council_2014-15.pdf

Agenda and minutes for committee meetings are available at:

<http://councillors.herefordshire.gov.uk/ieListMeetings.aspx?CId=809&Year=0>

- 5 The draft work programme for 2015/16 will be prepared, in consultation the Chairman and Vice-Chairman of the committee, at the start of the next administration.
- 6 The work programme will need to focus on the key issues of concern and be manageable allowing for urgent items or matters that have been called-in.

Task and Finish Groups

- 7 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. Updates on the task and finish groups currently in progress are given below.

Balfour Beatty Living Places - Public Realm Services

- 8 The task and finish group has completed its report; this features as item 7 of this agenda.

Development Management (Planning)

- 9 The task and finish group completed its research and interviews in early February. The group has consulted widely with officers, planning consultants, town and parish councils, and Shropshire Council's planning department.
- 10 The key themes that have been identified during the study relate to administration, workload of planning officers, planning enforcement process, customer experience and the consultation process.
- 11 The report is currently in the draft stage and will be submitted for the committee's consideration in due course, likely to be at the first meeting in the next municipal year.

Community Infrastructure Levy

- 12 Phase 3 of the task and finish group's work is currently underway. Councillor Harvey, Chairman of the group, intends to provide the committee with an update on the current position.

Briefing Notes

- 13 As reported at the last meeting, officers have been asked to prepare briefing notes on the following topics, to be circulated to committee members by the end of March:
- Update on the Executive Response to the Task and Finish Group Report on Household Recycling Centres;
- Pupil Premium and the Hidden / Actual Costs of Education;
- Digital Strategy; and
- Progress Report on the Housing Allocation Policy

- 14 Further to minute 53 of the last meeting, it is intended that the Executive responses to the committee's recommendations arising from the 'Review of lease restructuring with Hereford United (1939) Ltd' will also be provided in the briefing notes pack.

Community Impact

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

Equality and Human Rights

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

Financial Implications

- 17 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

- 18 The council is required to deliver an overview and scrutiny function.

Risk Management

- 19 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

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

Appendices

- None.

Background Papers

- None identified.