

Meeting:	General overview and scrutiny committee
Meeting date:	19 January 2016
Title of report:	Draft work programme and task and finish groups
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 and related scrutiny activities.

Recommendation

That

- (a) the draft work programme (Appendix 1) be noted, subject to any amendments the committee wishes to make; and**
- (b) a task and finish group on community infrastructure levy be established to undertake the work outlined in the draft scoping statement (Appendix 2) and the membership be confirmed.**

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

Draft work programme

- 3 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.
- 4 Should committee members become aware of issues please discuss the matter with the Chairman and the statutory scrutiny officer.
- 5 A revised work programme is appended (Appendix 1). The work programme will remain under continuous review during the year.
- 6 Revisions to the work programme include:
 - A further phase of the Community Infrastructure Levy task and finish group is to be commissioned. A seminar open to all members has been scheduled for 26 February 2016. A meeting of the task and finish group will follow the seminar.
 - The Chairman has requested a report on Gypsy and Traveller site provision within the authority for a future meeting.
 - Further to the members' seminar on 1 December 2015, a briefing note will be circulated to members regarding digital issues.

Task and finish groups

- 7 Following discussions between the Chairman of the committee, the chairman of previous phases (Councillor Harvey) and officers, it is proposed that a further community infrastructure levy (CIL) task and finish group be commissioned. A draft scoping statement is attached for consideration by the committee (Appendix 2; any further revisions will be circulated ahead of the meeting). The purpose of this task and finish group is "to assist in the formulation of the Community Infrastructure Levy (CIL) policy and rates".
- 8 The committee is also asked to identify the membership of this task and finish group.
- 9 Details of the previous phases of the CIL task and finish group are available below:
 - i. The first group report was received on 10 December 2012:
<http://councillors.herefordshire.gov.uk/mgAi.aspx?ID=29289>
 - ii. The Executive response to the first report was received on 4 March 2013:
<http://councillors.herefordshire.gov.uk/ieListDocuments.aspx?CId=809&MID=4646>
 - iii. The second group report was received on 16 July 2013:
<http://councillors.herefordshire.gov.uk/ieIssueDetails.aspx?IId=50004190&Opt=3>
 - iv. The Executive response to the second report was received on 11 November 2013: <http://councillors.herefordshire.gov.uk/mgAi.aspx?ID=32209>

Executive responses

- 10 On 3 December 2015 Cabinet considered the future of the council smallholdings estate (county farms) and agreed an executive response to the committee's recommendations. Please see this response from the executive below:
<http://councillors.herefordshire.gov.uk/ieIssueDetails.aspx?IId=50011721&Opt=3>.

Forward plan

- 11 Committee members are reminded that the current Forward plan is available through the Councillors' handbook intranet site.

Community impact

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

Equality duty

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

Financial implications

- 14 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

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

Risk management

- 16 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

- 17 The Chairman and Statutory scrutiny officer meet on a regular basis to review the work programme.

Appendices

Appendix 1 Draft work programme

Appendix 2 Draft scoping statement for CIL task and finish group

Background papers

None identified.