

Meeting:	General overview and scrutiny committee
Meeting date:	14 November 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: the draft work programme as set out at appendix 1 to the report 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 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 any issue they think should be considered by the Committee they are invited to discuss the matter with the Chairman and the statutory scrutiny officer.

Executive responses

- 5 An executive response is awaited to the report on the Community Infrastructure Levy.

Tracking of Recommendations Made by the Committee

- 6 A Schedule of Recommendations made and action in response to date is attached at appendix 2.

Forward plan

- 7 On a number of occasions in discussing the work programme Members have referred to the desirability of having the Forward Plan available to inform that discussion. The current Forward plan is available to Members through the Councillors' handbook intranet site. Forthcoming key decisions are also available to the public under the Forward plan link on the council's website:

<http://councillors.herefordshire.gov.uk/mgDelegatedDecisions.aspx?RP=0&K=0&DM=0&HD=0&DS=1&Next=true&H=1&META=mgforthcomingdecisions&V=1>

Community impact

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

Equality duty

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

Financial implications

- 10 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

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

Risk management

- 12 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

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

Appendices

Appendix 1 - Draft Work Programme

Appendix 2 – Schedule of general overview and scrutiny committee recommendations made and action in response

Background papers

None identified.