

TITLE OF REPORT: OVERVIEW AND SCRUTINY COMMITTEE WORK PROGRAMME

REPORT OF THE SCRUTINY OFFICER

1. SUMMARY

1.1 This report invites the Committee to consider its work programme for 2014/15.

2. RECOMMENDATIONS

2.1 The Committee is asked to:

- a) review the Committee's work programme for 2014/15 at Table 1 in conjunction with the Forward Plan at **Appendix A**; and
- b) choose a topic for the next task and finish group.

3. REASONS FOR RECOMMENDATIONS

3.1 To enable the Overview and Scrutiny Committee to plan its workload effectively.

4. ALTERNATIVE OPTIONS CONSIDERED

4.1 None.

5. CONSULTATION WITH EXTERNAL ORGANISATIONS AND WARD MEMBERS

5.1 None.

6. FORWARD PLAN

6.1 This report does not contain a recommendation on a key decision and has not been referred to in the Forward Plan.

7. PROGRAMME FOR COMMITTEE MEETINGS

7.1 The work programme is set out in Table 1 overleaf and the Forward Plan for 29 August is at **Appendix A**. The Committee is invited to consider which items to scrutinise at its meeting in December and beyond, taking into accounts the considerations set out below.

Crime and Disorder Matters

7.2 Section 19 of the Police and Justice Act 2006 (as amended) requires every local authority to have a crime and disorder committee with the power to review or scrutinise decisions made or other action taken in connection with the discharge by the responsible authorities of their crime and disorder functions. The Overview and Scrutiny Committee has responsibility for this function in the Council.

- 7.3 The accompanying regulations leave the frequency of meetings to local discretion subject to a minimum of one meeting a year. The Committee will need to:
- decide which of its remaining meetings will consider crime and disorder matters; and
 - consider which topic(s) the meeting should address and how.
- 7.4 One way to address this might be for the Scrutiny Officer to e mail all members of the Council to find out about any issues or concerns they have; and for the Committee to invite the neighbourhood Inspector or Chief Inspector to attend the Committee in December or January to address them, and update members on current policing developments in the district.

Leader of the Council

- 7.5 It is customary for the Committee to invite the leader of the Council to attend one of its meetings, typically its meeting in March so that the Leader can look forward to the new civic year. Is the Committee content to invite the Leader to attend its meeting in March to talk about the Council's plans for the year ahead?

Table 1: Work Programme for Committee Meetings 2014/15

9 Dec 2014	Resolutions Report Update on the Use of Powers under RIPA Update on Task & Finish Group Report on the Council's Website and Citrix Connection Common Housing Allocation Strategy Update 2 nd Quarter Performance Indicator Monitoring Report Update on Task and Finish Group Report on Highways Work Programme Report
20 Jan 2015	Resolutions Report Crime and Disorder Matters in North Herts (tbc) Task and Finish Group Report on Parking 3Cs Half Yearly Report Work Programme Report
17 Mar 2015	Leader of the Council (tbc) Resolutions Report Update on the Use of Powers under RIPA 3 rd Quarter Performance Indicator Report Task and Finish Group Report No 2 Overview & Scrutiny Committee Annual Report Work Programme Report

8. TASK AND FINISH GROUPS

- 8.1 The Task and Finish Group on Parking is due to meet on two evenings in October and November. A report should be ready for the Committee's consideration in January.
- 8.2 In order to avoid delays in organising the next task and finish group, this report seeks the Committee's views on which topic to consider as its next one so that preparations can begin. A list of previous task and finish group is given in table 2.

Table 2: List of Task and Finish Groups 2006-2014

Topics 2011 – 2014	Topics 2006 – 2010
Parking (scheduled for autumn 2014)	Services for Teenagers
Employment Partnerships in North Herts	Trade Waste
NHDC's Website & Citrix Connection	CCTV
Highways	Economic Development & Town Centres
The Council's Grants Process	Sheltered Housing
Neighbourhood Policing	Social Inclusion – not completed*
Housing Policy and the Localism Act	Cadwell Lane Environmental and Safety Issues
Street Cleansing	Partnership Working with Parishes & Town Councils
Communication & Consultation with Members	Affordable Housing Provision
Project Boards	
Parking Strategy	
Shared Services	

*TFG on Social Inclusion not completed due to absence of key officers

- 8.3 At its meeting in In March, the Committee indicated an interest in reviewing the new waste management service. The Committee may wish to suggest other topics for consideration too.
- 8.4 The next review will probably take place in January. Once a topic has been chosen, the Scrutiny Officer will prepare a draft scope for consideration at the Committee's meeting in December.

9. LEGAL IMPLICATIONS

- 9.1 None.

10. FINANCIAL AND RISK IMPLICATIONS

- 10.1 None.

11. HUMAN RESOURCE IMPLICATIONS

- 11.1 None.

12. EQUALITIES IMPLICATIONS

- 12.1 The Equality Act 2010 came into force on the 1 October 2010, a major piece of legislation. The Act also created a new Public Sector Equality Duty, which came into force on the 5 April 2011. There is a general duty, described below, that public bodies must meet, and this is underpinned by more specific duties which are designed to help meet them.
- 12.2 In line with the Public Sector Equality Duty, public bodies must, in the exercise of its functions: give due regard to the need to eliminate discrimination, harassment and victimisation; advance equality of opportunity; and foster good relations between those who share a protected characteristic and those who do not.
- 12.3 There are no equalities implications arising from this report.

13. SOCIAL VALUE IMPLICATIONS

- 13.1 There are no social value implications arising from this report.

14. CONTACT OFFICERS

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15. APPENDICES

- 15.1 Appendix A – Forward Plan for 29 August 2014