

**OVERVIEW AND SCRUTINY COMMITTEE
21 JULY 2015**

***PART 1 – PUBLIC DOCUMENT**

AGENDA ITEM No.

14

TITLE OF REPORT: OVERVIEW AND SCRUTINY COMMITTEE WORK PROGRAMME

REPORT OF THE SCRUTINY OFFICER

PORTFOLIO HOLDER: COUNCILLOR JULIAN CUNNINGHAM

1. SUMMARY

1.1 The Committee's work programme for 2015/16.

2. RECOMMENDATIONS

2.1 The Committee is asked to consider and comment on its work programme.

3. REASONS FOR RECOMMENDATIONS

3.1 To enable the Committee to plan its work 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. TASK AND FINISH GROUPS

7.1 The Chairman will lead a discussion on the future of task and finish groups as a separate agenda item.

7.2 One task and finish group is in progress. The Task and Finish group on the Commercialisation of Council Services met on 25 February and 29 May; and some members of the group visited Colchester Borough Council on 11 June to meet its Chief Executive Adrian Pritchard as Colchester BC is well advanced in its approach to commercialisation. The third meeting was planned for 8 July but clashed with the call in on the refurbishment of North Hertfordshire Leisure Centre so it will now probably take place in August and a report will come to the Committee either in September or December.

- 7.3 The Task and Finish Group on the Quality of Council Reports will begin as soon as possible. A draft scope has been prepared and will need to be agreed by the Chairman of the Task and Finish Group.
- 7.4 Members suggested a number of topics at its meeting in June which might be useful to consider as task and finish groups to add to those which had already been suggested at previous meetings:
- the Council's approach to managing larger projects;
 - recharges;
 - whether NHDC's Document Centre provides value for money;
 - keeping North Herts tidy, including publicity campaigns and the provision of bins in public areas;
 - how the Council balances cost savings on the waste contract against possible environmental impacts.
 - using Section 106 Agreements to fund some of the non statutory services provided by the Grounds and Parks Teams;
- 7.5 The Committee is asked to:
- discuss and prioritise these topics; and
 - consider which other topics it might like to consider.

8. OVERVIEW AND SCRUTINY COMMITTEE MEETINGS

- 8.1 At its meeting in June, the Committee agreed that its role was to hold the Executive to account and it endorsed the Chairman's suggestion to invite presentations by Portfolio Holders at every meeting of the Committee. The rest of the meeting would focus on issues within the theme of that Portfolio where possible, but there would be scope for the Committee to consider reports outside that theme if it chose to do so.
- 8.2 It was also suggested some of the routine reports, like RIPA for example, could be presented as information items, and that any questions could be followed up with officers after the meeting. The Committee agreed too that it might be useful for the Scrutiny Officer to circulate a pack of background information before the meeting to help identify key issues.

Future Portfolio Holder Presentations

- 8.3 The Leader of the Council, Cllr Lynda Needham, usually attends the Committee's meeting in March. The Portfolio Holder for Finance and IT, Cllr Hone usually attends the Finance, Audit and Risk Committee.
- 8.4 This Committee is the Council's Crime and Disorder Committee which is required to meet in that capacity at least once a year. Community safety falls within Cllr Hunter's responsibilities so it may be sensible to combine this with Cllr Hunter's presentation on Community Engagement and Rural Affairs. The review of the Council's grant schemes is scheduled for Cabinet in December so this may be a good time to combine a Crime and Disorder Committee with Cllr Hunter's presentation.
- 8.5 The Committee decided to defer the presentation of Cllr David Levett (Portfolio Holder for Planning and Enterprise) from June, so September's meeting might be a good time to see him, particularly as officers plan to take the Council's Economic Development Strategy to September's Cabinet meeting.

- 8.6 This leaves Cllr Bernard Lovewell (Portfolio Holder for Housing and Environmental Health) and Cllr Jane Gray (Portfolio Holder for Leisure) to attend in January and June 2016.
- 8.7. A work programme is outlined in table 1 below, with items requested by the Committee arranged by portfolio theme where possible. The Scrutiny Officer will ask attending Portfolio Holders to address any previous resolutions of the Committee on homelessness, the Common Housing Allocation Scheme, changes to Performance Indicators (PIs) etc.

Table 1: Committee's Work Programme

22 Sept 2015	<p>Presentation by Cllr David Levett, Portfolio Holder for Planning and Enterprise</p> <p>Economic Development Strategy</p> <p>Update on Employment Partnerships Task and Finish Group Report</p> <p>Annual Review of Safeguarding</p> <p>Performance Indicators</p> <p>Resolutions Report</p> <p>Work Programme Report</p> <p>RIPA update (information item)</p> <p>Report of the Task and Finish Group on Commercialisation of Council Services (tbc)</p>
8 Dec 2015	<p><u>Crime and Disorder Scrutiny Committee Meeting</u></p> <p>Presentation by Cllr Tony Hunter, Portfolio Holder for Community Engagement and Rural Affairs</p> <p>Review of the Council's Grants Policies</p> <p>Performance Indicators</p> <p>Resolutions Report</p> <p>Work Programme Report</p> <p>RIPA update (information item)</p>
19 Jan 2016	<p>Presentation by Cllr Bernard Lovewell, Portfolio Holder for Housing and Environmental Health</p> <p>Resolutions Report</p> <p>Work Programme Report</p>
22 Mar 2016	<p>Presentation by Cllr Lynda Needham, Leader of the Council</p> <p>Performance Indicators</p> <p>Annual Report of the Overview and Scrutiny Committee</p> <p>Resolutions Report</p> <p>Work Programme Report</p> <p>RIPA update (information item)</p>
June 2016	<p>Presentation by Cllr Jane Gray, Portfolio Holder for Leisure</p>

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. APPENDICES

14.1 Appendix A – Forward Plan for 30 June 2015

15. CONTACT OFFICERS

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16. BACKGROUND PAPERS

16.1 None.