

**OVERVIEW AND SCRUTINY COMMITTEE  
17 JANUARY 2017**

**\*PART 1 – PUBLIC DOCUMENT**

**AGENDA ITEM No.**

**12**

**TITLE OF REPORT: OVERVIEW AND SCRUTINY COMMITTEE WORK PROGRAMME  
REPORT OF THE SCRUTINY OFFICER**

**1. SUMMARY**

1.1 The Committee's work programme for 2016/17.

**2. RECOMMENDATIONS**

2.1 The Committee is asked to review 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. OVERVIEW AND SCRUTINY COMMITTEE MEETINGS**

7.1 The agenda items for the Committee's meetings on 21 March are:

- Presentation by Cllr Lynda Needham, Leader of the Council;
- RIPA update (information item);
- Task and Finish Group Report on the Council's Management of Larger Projects;
- Performance Indicators Monitoring Report;
- Key Projects Monitoring Report;
- Overview and Scrutiny Committee Draft Annual Report to Council;
- Resolutions of the Committee: Update;
- The Committee's Work Programme for 2017/18; and
- Wilbury Hills Crematorium Proposal.

7.2 The Forward Plan for 16 December 2016 is at **Appendix A**. The Forward Plan will be updated before the Committee's meeting in March. The Chairman will consider before the next meeting whether new items on the revised Forward Plan should be seen by the Committee.

## 8. TASK AND FINISH GROUPS (TFGs)

- 8.1 The next meeting of the TFG on the Council's Approach to Managing Larger Projects will be held on 10 January. It is hoped the final meeting will be held in February in time to produce a report for the Committee's meeting in March.

### Future Task and Finish Group Programme

- 8.2 The Committee is asked to review and prioritise its future programme. The next TFG is scheduled to look at **Recharges and Value for Money (VFM)**.
- 8.3 The Committees has chosen the following topics for future TFGs:
- the urban/rural divide;
  - the Council's management of risk;
  - how the Council awards contracts;
  - consultation with the community;
  - Hitchin Town Hall and Museum project;
  - The impact of the Council's new Grants Policy;
  - NHDC's Document Centre;
  - keeping North Herts tidy;
  - balancing cost savings against possible environmental impacts;
  - Section 106 Agreements.
- 8.4 At its meeting in September, the Committee asked that the Scrutiny Officer to consider whether there were any aspects of the Council's management of assets in general and Community Halls in particular which might be useful as future Task and Finish Group topics. The Scrutiny Officer will discuss this with the Committee at its meeting in January.

### TFG Protocol

- 8.5 The Committee revised its Protocol for TFGs in March 2016 and it would be useful to review it after the first year of operation. Although the Committee agreed to discuss it at its meeting in January, the TFG on Larger Projects has highlighted a lot of issues and it might be better to wait until it has concluded before conducting a review.
- 8.6 The agenda for March's Committee meeting may be too busy to discuss it in detail as a separate agenda item, but the Committee could consider the general issues as part of its draft Annual Report to Council. Last time the Committee reviewed the Protocol it established a small working group to do the detailed work before bringing a final version back to the Committee for final consideration and approval. If the Committee decided to adopt this approach, it would receive a final version of the Protocol in June 2017.

## 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 16 December 2016

## **15. CONTACT OFFICERS**

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## **16. BACKGROUND PAPERS**

16.1 None