

**TITLE OF REPORT:** Annual Work Programme

**REPORT OF:** Jane Robinson, Chief Executive  
Mike Barker, Strategic Director, Corporate Services  
& Governance

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### **Summary**

The report details proposals for the development of the work programme for Overview and Scrutiny Committees (OSCs) and sets out the provisional work programme for the Care, Health and Well-being OSC for the municipal year 2016-17.

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### **Background**

1. Every year each Overview and Scrutiny Committee draws up a work programme based on the Council's policy framework which is then agreed by the Council as part of the policy planning process.
2. The Committee's work programme is a rolling programme which sets the agenda for its six weekly meetings. It is the means by which it can address the interests of the local community, focus on improving services and seek to reduce inequalities in service provision and access to services.
3. Under the Council's constitution the issues which will be considered by the Overview and Scrutiny Committees come from a number of sources:
  - During the year the Committee may choose to scrutinise decisions made by the Cabinet to ensure decisions are taken properly;
  - The Committee may be requested by the Cabinet to carry out reviews of particular issues in accordance with the Council's policy priorities;
  - The Committee will receive six-monthly reports on performance for comment to Cabinet;
  - The Committee will receive reports on relevant service improvement reviews at key stages of development to confirm to Cabinet that reviews are progressing appropriately;
  - Section 119 of the Local Government and Public Involvement in Health Act 2007 and Section 126 of the Police and Criminal Justice Act 2006 enable any member of the Council to refer to a relevant Overview and Scrutiny Committee any local government matter and any crime and disorder matter which affects their ward or constituents (Councillor Call for Action - CCfA).
  - Members of the Committee may identify particular issues for consideration;
  - Members may also examine issues in the Council's Forward Plan; and
  - In addition, where the Committee has reasonable concerns about a particular executive decision the call-in mechanism is available.

## Proposals

4. The Council has consulted partner organisations on the emerging themes for each OSC for 2016-17.
5. Partners have been supportive of the emerging themes and the views outlined will be key in assisting the Committee in identifying the right priority areas to take forward and shape the initial focus of specific areas of work. Details of the emerging issues for potential review / case study topics and the feedback from partners are set out at Appendix 2.
5. The work programmes will continue to be subject to a formal review every six months. At this stage, feedback will be provided to the OSCs on the outcomes generated by the OSCs' reviews and information provided on how it is proposed to measure the resulting impact on local people.
6. The attached provisional work programme (Appendix 1) has therefore taken account of the following:-
  - Six-monthly performance reporting
  - Vision 2030, the Council Plan and partnership work generally
  - Current issues referred to Committees
  - Details of potential review topics
  - Proposed case studies
  - Legislative provisions and guidance on the Councillor Call for Action
7. The work programme remains provisional as:
  - Cabinet has not had the opportunity to fully review its work programme and it may wish to refer further issues to Overview and Scrutiny Committees for further consideration;
  - It does not take account of new policy issues which may be identified during the year, which Cabinet may refer to Overview and Scrutiny; and
  - It does not include issues identified by members of committees on an ongoing basis during the year as a result of scrutiny of decisions, call – in and councillor call for action.

## Recommendations

8. The Committee is asked to:-
  - a) Agree the review topic and case study for 2016-17, having considered the proposals outlined at Appendix 2.
  - b) Endorse the Overview and Scrutiny Committee's provisional work programme for 2016 -17 attached at Appendix 1, and refer it to Council on 26 May 2016 for agreement.
  - c) Note that further reports will be brought to the Committee to identify any additional issues which the Committee may be asked to consider.

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