

Item 6

STRATEGIC LEADERSHIP OVERVIEW & SCRUTINY COMMITTEE

10 JUNE 2008

REPORT OF CHAIRMAN OF THE COMMITTEE

WORK PROGRAMME

SUMMARY

This report sets out the Committee's current Work Programme for consideration and review.

RECOMMENDATIONS

1. That the Committee's Work Programme be reviewed.

DETAIL

1. In accordance with Overview & Scrutiny Procedure Rule 8 of the Council's Constitution, Overview & Scrutiny Committees are responsible for setting their own work programme.
2. Each Overview & Scrutiny Committee should agree a realistic, achievable and considered work programme on the understanding that, from time to time, more urgent or immediate issues may require scrutiny. Issues may, for example, be raised by Cabinet reports, Members' constituency business or be referred to Scrutiny by Cabinet in advance of a Cabinet decision.
3. The current Work Programme for this Committee is appended to the report which details:-
 - Scrutiny Reviews currently being undertaken.
 - Scrutiny review topics held in reserve for future investigation.
 - A schedule of items to be considered by the Committee for the period to 31st March 2009.
4. **Scrutiny Review**

The Committee should aim to undertake a small number of high quality reviews that will make a real difference to the work of the Authority, rather than high numbers of reviews on more minor issues. Overview & Scrutiny Committees should normally aim to undertake two reviews concurrently. Any additional review topics that have been agreed by Members will be placed on a reserve list and as one review is completed the Committee will decide on which review should be undertaken next.

A workshop was held for Overview & Scrutiny Members on 20th February 2008 to discuss the role of the Committees within the period leading to the establishment of a new Unitary Council in April 2009. One element of the

workshop was to consider a number of options for undertaking scrutiny reviews within this period. Members supported undertaking a State of the Borough Review, which would look at achievements within each of the Council's ambitions. The Review would provide a benchmark for future assessment, highlight areas for improvement and make recommendations to the new council where appropriate.

It was proposed that Overview & Scrutiny Committees establish Review Groups to examine each of the Council's ambitions as follows:-

Committee	Review Groups
Healthy Borough with Strong Communities O&S Cttee	<ul style="list-style-type: none">• Healthy Borough Review Group• Strong Communities Review Group
Prosperous and Attractive Borough O&S Cttee	<ul style="list-style-type: none">• Prosperous Borough Review Group• Attractive Borough Review Group

The final reports from each of these reviews would be combined to form a single State of the Borough report.

Strategic Leadership O&S Cttee has responsibility for issues such as corporate governance and resource management rather than direct responsibility for scrutiny of the Council's ambitions. This Committee would therefore not be required to establish review groups to undertake the State of the Borough Review. However, Members were keen to ensure all scrutiny members had the opportunity to contribute to these important reviews.

The principle of co-option to review groups across committees is well established for crosscutting issues and it is proposed that this practice be extended to allow members to contribute to the Review of their choice. The following criteria would however apply to ensure a balance across the review groups.

- Only members of an Overview & Scrutiny Committee can be a member of a Review Group.
- A member can only be a member of 1 Review Group
- Review Groups would have a maximum of 9 members
- Review Groups should be chaired by a member of the parent committee
- Review Groups should be politically balanced in accordance with the number of Overview & Scrutiny members
- All 5 geographical areas should be represented in each Review Group

5. **Business for Future Meetings**

The Committees Work Programme for the period leading to the establishment of a new Unitary Council in April 2009 is attached for consideration.

Members are requested to review the Committee's Work Programme and identify, where necessary, issues that they feel should be investigated by the Committee. The Work Programme will need to be carefully managed to ensure that the most important issues are considered in the limited time available.

It will not always be possible to anticipate all reports which will need to be considered by an Overview & Scrutiny Committee and therefore a flexible approach will need to be taken to work programming.

4. **FINANCIAL IMPLICATIONS**

None associated with this report.

5. **CONSULTATION**

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Ward(s): Not ward specific

Background Papers None

STRATEGIC LEADERSHIP OVERVIEW & SCRUTINY COMMITTEE

WORK PROGRAMME

Ongoing Reviews

- *No reviews currently ongoing*

Future Reviews

The following review topics have been identified by the Committee for future review. As one review is completed Members will decide which review should be undertaken next.

- *No reviews identified*

ANTICIPATED ITEMS

June 2008*

- *Annual Report on Complaints Received by Corporate Complaints Staff*
- *Performance Indicators – 2007/08 Year End Performance*

September 2008*

- *Recruitment & Retention (Update)*

October 2008*

- *Customer Relationship Management System (CRM) Update*

November 2008*

- *Half Yearly Report on Complaints Received by Corporate Complaints Staff*
- *Half Yearly Performance Report*

January 2009*

- *Equality and Diversity Corporate Equality Plan – Progress Update*

February 2009*

- *No items identified*