

Outline Work Programme and Topic Reviews

SUMMARY

- 1.1 This item gives members an opportunity to discuss potential work plans and topic reviews for the forthcoming municipal year, and develop the basis for a work programme. The reviews may cover anything within their remit and could include internal as well as external facing services.

RECOMMENDATION

- 2.1 To agree the current work programme, suggest future items for the work programme and identify any further topic reviews for the forthcoming year.

REASONS FOR RECOMMENDATION

- 3.1 To ensure that the board has a clear and evolving work programme.
- 3.2 To ensure that the board is kept informed on progress with regards to items on the work programme and any topic reviews.

SUPPORTING INFORMATION

- 4.1 The Overview and Scrutiny Board should agree a work programme at each meeting to enable board members, the supporting Scrutiny Officer and departmental officers to plan in advance for meetings throughout the year in a strategic way and take account of any new items for inclusion in the programme.
- 4.2 The work programme is not restrictive, and board members can identify and introduce items for scrutiny throughout the year. Items for scrutiny will be discussed at pre-meetings with the Chair and Vice Chair, and will be added to the Scrutiny Board Agenda at the Chair's discretion.
- 4.3 The Council Constitution limits one topic review report to be submitted to the Council Cabinet every six months from Scrutiny Boards. It is possible for each Board to conduct two reviews in each municipal year. Topic reviews are not mandatory, but if the board wishes to conduct in-depth reviews in the current year, it is suggested that members should aim to agree a topic for review at the earliest opportunity.

- 4.4 If a working group is formed for the purpose of conducting topic reviews, they should only exist for the duration of the review and be dissolved upon completion of the review. Individuals outside of the scrutiny board can be invited to join the working group, as the group has no formal scrutiny powers. The purpose of the working group is to investigate, gather evidence and make recommendations to the scrutiny board in an advisory capacity.

OTHER OPTIONS CONSIDERED

- 5.1 None.

This report has been approved by the following officers:

Legal officer	Not Applicable
Financial officer	Not Applicable
Human Resources officer	Not Applicable
Estates/Property officer	Not Applicable
Service Director(s)	Not Applicable
Other(s)	Mahroof Hussain, Overview and Scrutiny Manager

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Background papers:	None
List of appendices:	Appendix 1 – Implications Appendix 2 – Work Programme

IMPLICATIONS

Financial and Value for Money

- 1.1 None arising directly from this report.

Legal

- 2.1 Section 21 (3) of the Local Government Act 2000 requires that the power of an overview and scrutiny committee to review or scrutinise a decision made but not implemented includes power to recommend that the decision be reconsidered by the person who made it.

Personnel

- 3.1 None arising directly from this report.

Equalities Impact

- 4.1 Effective scrutiny benefits all Derby people.

Health and Safety

- 5.1 None arising directly from this report.

Environmental Sustainability

- 6.1 None arising directly from this report.

Property and Asset Management

- 7.1 None arising directly from this report.

Risk Management

- 8.1 None arising directly from this report.

Corporate objectives and priorities for change

- 9.1 Our aim is to work together so that Derby and its people will enjoy a thriving sustainable economy, good health and well-being and an active cultural life.

Appendix 2

Planning, Housing and Leisure Board – Work Programme

Meeting date	Item
September	Welfare Reform – impact of changes with focus on tenants (social and private)
	Housing options and advice service
	Property Maintenance and Energy – working with Derby Homes and Property Maintenance of Council House
	Libraries - library opening hours and volunteers, update on Local Studies Library
	B-You Health Hubs
	Affordable Housing
	Work Programme and Topic Reviews
November (part 1)	Budget Scrutiny
	Highways and Transport Programme
November (part 2)	Core Strategy and Infrastructure Plan
	Planning Peer Review – Progress Update
	Outcomes of the Healthy Housing Hub
	Strategy protocol and enforcement protocol to tackle illicit trade in alcohol and tobacco
	Tenant related support
	Derby Homes – training, work experience and employment programme.
	Enforcement Issues and To Let Boards - Update

	Work Programme and Topic Reviews
January	DFG process review
	Multi-Use Sports Arena and Swimming Pool
	Housing Revenue Account (HRA) development programme targets
	HRA Business Plan and Derby Homes Delivery Plan
	Derby Cemeteries
	Work Programme and Topic Reviews
March	Community Infrastructure Levy
	Multi-Use Sports Arena and Swimming Pool
	Local Sustainable Transport Fund Programme
	Health & Safety Enforcement Plan
	Work programme reporting 2013/2014
	Topic Reviews