

10 December 2012**Agenda Item: 10****REPORT OF CORPORATE DIRECTOR, POLICY, PLANNING AND
CORPORATE SERVICES****WORK PROGRAMME****Purpose of the Report**

1. To consider the Sub-Committee's work programme for 2012/13.

Information and Advice

1. The County Council requires each committee or sub-committee to maintain a work programme. The work programme will assist the management of the sub-committee's agenda, the scheduling of the sub-committee's business and forward planning. The work programme will be updated and reviewed at each pre-agenda meeting and sub-committee meeting. Any member of the sub-committee is able to suggest items for possible inclusion.
2. The attached work programme has been drafted in consultation with the Chairman and Vice-Chairman, and includes items which can be anticipated at the present time. Other items will be added to the programme as they are identified.
3. As part of the transparency introduced by the new committee arrangements, committees and sub-committees are expected to review day to day operational decisions made by officers using their delegated powers. It is anticipated that the sub-committee will wish to commission periodic reports on such decisions. The sub-committee is therefore requested to identify activities on which it would like to receive reports for inclusion in the work programme. It may be that the presentations about activities in the sub-committee's remit will help to inform this.

Other Options Considered

4. None.

Reason for Recommendation

5. To assist the sub-committee in preparing its work programme.

Statutory and Policy Implications

6. This report has been compiled after consideration of implications in respect of finance, equal opportunities, human resources, crime and disorder, human rights, the safeguarding of children, sustainability and the environment and those using the service and where such implications are material they are described below. Appropriate consultation has been undertaken and advice sought on these issues as required.

RECOMMENDATION

That the sub-committee's work programme be noted and consideration be given to any changes which the sub-committee wishes to make

Jayne Francis-Ward
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Constitutional Comments (HD)

7. The Sub-Committee has authority to consider the matters set out in this report by virtue of its terms of reference.

Financial Comments (PS)

8. There are no direct financial implications arising from the contents of this report. Any future reports to the Sub-Committee on operational activities and officer working groups, will contain relevant financial information and comments.

Background Papers

None

Electoral Division(s) and Member(s) Affected

All.