



**REPORT OF CORPORATE DIRECTOR, POLICY, PLANNING AND
CORPORATE SERVICES**

WORK PROGRAMME

Purpose of the Report

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

Information and Advice

2. The County Council requires each committee to maintain a work programme. The work programme will assist the management of the committee's agenda, the scheduling of the committee's business and forward planning. The work programme will be updated and reviewed at each pre-agenda meeting and committee meeting. Any member of the committee is able to suggest items for possible inclusion.
3. 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.
4. As part of the transparency introduced by the new committee arrangements, committees are expected to review day to day operational decisions made by officers using their delegated powers. It is anticipated that the committee will wish to commission periodic reports on such decisions. The committee is therefore requested to identify activities on which it would like to receive reports for inclusion in the work programme.
5. A further element of transparency is reports from officers on the activity of working groups which relate to this committee's terms of reference. The committee is requested to consider whether it wishes to receive reports on the following groups on which officers are represented:
 - Risk, Safety and Emergency Management Board - The RSEMB is responsible for reviewing and updating the Corporate Risk Register at regular intervals, and reviewing the Risk Management Strategy when deemed necessary
 - Business Continuity Forum
 - Ways of Working Programme Board (Property and ICT implications to be reported to Finance and Property Committee)
6. It is also expected that the committee will wish to receive regular reports on outside bodies. Administration Committee, which has overall responsibility for outside bodies, will decide

which outside bodies should report to which committees. There will be a report to a future meeting about this.

7. The Policy Committee is responsible for ensuring that the County Council fulfils its statutory requirements to scrutinise certain issues, as set out in The Localism Act 2011, The Police and Justice Act 2006 and The National Health Service Act 2006. The following items will be scheduled to satisfy the current requirements:-
 - Consideration of Flood Risk Management
 - A strategic overview of crime and disorder matters
8. There are also a number of reviews which have recently been completed and a response from the Cabinet member is awaited. Responses to the following reviews will be brought to this committee when they are ready:-
 - Review of Shared Services
9. The Policy Committee will be asked to determine policies, strategies and statutory plans developed or reviewed by other Committees of the Council. A list of proposed policy developments and policy reviews is included as an appendix to the report. This list will be updated following the first meetings of each of the Council's Committees.
10. Committee Chairmen are invited to advise the Policy Committee of any additional policy reviews that are being considered.

Other Options Considered

11. None.

Reason/s for Recommendation/s

12. To assist the committee in preparing its work programme.

Statutory and Policy Implications

13. 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/S

- 1) That the committee's work programme be noted, and consideration be given to any changes which the committee wishes to make;
- 2) That the committee indicate which operational activities it wishes to receive regular reports on;

- 3) That the committee determine which officer working groups it wishes to receive reports on.
- 4) That it be noted that items to comply with the statutory requirements for scrutiny and responses to previous scrutiny reviews which are relevant to this committee will be included in the work programme.
- 5) That the committee note the policy reviews and developments proposed and that policies referred to the Policy Committee for determination be included in the work programme.

Jayne Francis-Ward
Corporate Director, Policy, Planning and Corporate Services

For any enquiries about this report please contact: Chris Holmes 0115 9773714

Constitutional Comments (SLB 30/04/2012)

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

Financial Comments (PS 2/5/12)

15. There are no financial implications arising directly from this report.

Background Papers

Except for previously published documents, which will be available elsewhere, the documents listed here will be available for inspection in accordance with Section 100D of the Local Government Act 1972.

- a) Report to County Council – 29 March 2012 (published).
- b) The Localism Act 2011, The Police and Justice Act 2006 and The National Health Service Act 2006 – <http://www.legislation.gov.uk/>

Electoral Division(s) and Member(s) Affected

All