

**Policy and Performance - Transformation and Resources Committee****Tuesday, 22 March 2016**

<b>REPORT TITLE:</b>	<b>Work Programme Update Report</b>
<b>REPORT OF:</b>	<b>Chair of Transformation &amp; Resources Committee</b>

**REPORT SUMMARY**

This report updates Members on the current position regarding the work programme for the Transformation and Resources Policy & Performance Committee.

The Transformation and Resources Policy & Performance Committee is responsible for proposing and delivering an annual work programme. This work programme should align with the corporate priorities of the Council and be informed by service priorities and performance, risk management information, public or service user feedback and referrals from Cabinet or Council.

In determining items for the Scrutiny Work Programme, good practice recommends the following criteria could be applied:

- Public Interest – topics should resonate with the local community
- Impact – there should be clear objectives and outcomes that make the work worthwhile
- Council Performance – the focus should be on improving performance
- Keeping in Context – should ensure best use of time and resources

The work programme is made up of a combination of scrutiny reviews, standing items and requested officer reports. This provides the committee with an opportunity to plan and regularly review its work across the municipal year. The current work programme for the Committee is attached as **Appendix 1**.

**RECOMMENDATION/S**

Members are requested to approve the Transformation and Resources Policy & Performance Committee work programme for 2015/16 and to determine the prioritisation of Task & Finish Scrutiny Reviews.

## **SUPPORTING INFORMATION**

### **1.0 REASON/S FOR RECOMMENDATION/S**

- 1.1 To ensure members of the Transformation & Resources Policy & Performance Committee have the opportunity to regularly review, update and give continuous approval to the annual work programme.

### **2.0 OTHER OPTIONS CONSIDERED**

- 2.1 N/A

### **3.0 BACKGROUND INFORMATION**

#### **3.1 SCRUTINY REVIEWS – UPDATE**

##### 3.2.1 Disaster Recovery Scrutiny Review

A single evidence session for the Task & Finish scrutiny review on the Council's disaster recovery arrangements took place on 22<sup>nd</sup> February 2016 and it is anticipated that a wrap-up session will be held in March 2016. A report on the outcome of this work will be brought back to committee in the new municipal year.

##### 3.1.2 Freedom of Information Scrutiny Review

At its 3 December meeting, Committee agreed to undertake a review of Freedom of Information. A panel has been agreed and sessions will be scheduled as early as possible.

##### 3.1.3 Libraries Scrutiny Review

The scheduled review of libraries was deferred until early 2016 to allow Panel members to receive a number of reports which would inform the scope of this work. The library service was included as part of the 2016/17 budget proposals and the Chair and Party Spokespersons agreed the review should be further deferred until budget decisions for 2016/17 had been taken and the implications for the library service were known.

On 3 March, Council agreed the 2016/17 budget. The budget proposal around libraries was withdrawn and it was proposed that a review of library service delivery options be conducted. This Committee should therefore consider how it could best engage with this review to provide effective scrutiny as part of the future work programme.

##### 3.1.4 Local Welfare Assistance Scheme Scrutiny Review

At the last meeting of this committee, Members agreed a piece of work in the next six months to look at potential succession strategies that might be put in place when the current scheme's funding runs out. A panel will be convened to undertake this review early in the new municipal year.

### **3.3 PROGRESS IMPLEMENTING PREVIOUS RECOMMENDATIONS**

There are no further progress reports at this time.

### **4.0 FINANCIAL IMPLICATIONS**

4.1 N/A

### **5.0 LEGAL IMPLICATIONS**

5.1 N/A

### **6.0 RESOURCE IMPLICATIONS: ICT, STAFFING AND ASSETS**

6.1 N/A

### **7.0 RELEVANT RISKS**

7.1 N/A

### **8.0 ENGAGEMENT/CONSULTATION**

8.1 N/A

### **9.0 EQUALITY IMPLICATIONS**

9.1 This report is for information to Members and there are no direct equality implications.

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### **APPENDICES**

Appendix 1 – Transformation & Resources Work Programme

### **REFERENCE MATERIAL**

#### **SUBJECT HISTORY (last 3 years)**

<b>Council Meeting</b>	<b>Date</b>
<b>Transformation &amp; Resources Committee</b>	<b>1 February 2016</b>
<b>Transformation &amp; Resources Committee</b>	<b>03 December 2015</b>
<b>Transformation &amp; Resources Committee</b>	<b>21 September 2015</b>
<b>Transformation &amp; Resources Committee</b>	<b>15 July 2015</b>