

**HAMPSHIRE COUNTY COUNCIL**

**Report**

<b>Committee:</b>	Policy & Resources Select Committee
<b>Date of meeting:</b>	22 January 2015
<b>Report Title:</b>	Work Programme
<b>Reference:</b>	6428
<b>Report From:</b>	Director of Policy & Governance – Corporate Services

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**1. Purpose of Report**

1.1. To consider the Committee's forthcoming work programme.

**CORPORATE OR LEGAL INFORMATION:**

**Links to the Corporate Strategy**

<b><i>Hampshire safer and more secure for all:</i></b>	(No)
Corporate Improvement plan link number (if appropriate):	
<b><i>Maximising well-being:</i></b>	(Yes)
Corporate Improvement plan link number (if appropriate):	
<b><i>Enhancing our quality of place:</i></b>	(Yes)
Corporate Improvement plan link number (if appropriate):	

**Section 100 D - Local Government Act 1972 - background documents**

**The following documents discuss facts or matters on which this report, or an important part of it, is based and have been relied upon to a material extent in the preparation of this report. (NB: the list excludes published works and any documents which disclose exempt or confidential information as defined in the Act.)**

Document

Location

None

## **IMPACT ASSESSMENTS:**

### **1. Equalities Impact Assessment:**

- 1.1. This is a forward plan of topics under consideration by the Select Committee, therefore this section is not applicable to this work report. The Committee will request appropriate impact assessments to be undertaken should this be relevant for any topic that the Committee is reviewing.

### **2. Impact on Crime and Disorder:**

- 2.1. This is a forward plan of topics under consideration by the Select Committee, therefore this section is not applicable to this work report. The Committee will request appropriate impact assessments to be undertaken should this be relevant for any topic that the Committee is reviewing.

### **3. Climate Change:**

- 3.1. How does what is being proposed impact on our carbon footprint / energy consumption?

This is a forward plan of topics under consideration by the Select Committee, therefore this section is not applicable to this work report. The Committee will consider climate change when approaching topics that impact upon our carbon footprint / energy consumption.

- 3.2. How does what is being proposed consider the need to adapt to climate change, and be resilient to its longer term impacts?

This is a forward plan of topics under consideration by the Select Committee, therefore this section is not applicable to this work report. The Committee will consider climate change when approaching topics that impact upon our carbon footprint / energy consumption.

**WORK PROGRAMME – POLICY & RESOURCES SELECT COMMITTEE**

Topic	Issue	Reason for inclusion	Status and Outcomes	22 Jan 2015	9 April 2015	5 June 2015	14 July 2015
<p><b>Overview/Pre-Scrutiny</b> - <i>To maintain an overview of Policy and Resources issues, and to consider proposed scrutiny topics for inclusion in the work programme.</i></p>							
<b>Pre-scrutiny</b>	Revenue and Capital Budget	To pre scrutinise the budget proposals for the Policy & Resources portfolio, prior to approval by the Executive Member.	Considered annually in January. Due to 2017 transformation programme agreed by Cabinet Oct 2014, 2016 budget cycle brought forward to June 2015.	✓		✓	
<b>Overview</b>	Performance	To monitor how performance is managed corporately, and consider the performance information to support identification of areas to focus scrutiny.	'Open for Business' Plan considered October 2011, and full year performance against the plan considered July 2012. Members requested to consider the performance report annually. Last received July 2014, next update expected July 2015.				✓
<b>Overview</b>	Priority setting and Performance Management	To comment on the Plan to follow on from 'Open For Business'.	Item received Oct 2013 on the 'Shaping Hampshire' strategic plan.				

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<b>Overview</b>	<ul style="list-style-type: none"> <li>a) Changes to funding streams</li>   <li>b) IT developments and issues</li>   <li>c) Employee Engagement</li> </ul>	<ul style="list-style-type: none"> <li>a) Member interest in understanding the impact on the County Council of changes to funding streams received by the County Council from central government.</li>   <li>b) Monitoring contribution of IT to change programmes, major projects (e.g. rural broadband) and policy issues in relation to underpinning council services (e.g. disaster recovery plans)</li>   <li>c) Member interest in opportunities for employees to suggest improvements to working practices/service delivery.</li> </ul>	<ul style="list-style-type: none"> <li>a) Item on Business Rates retention heard April 2012. Interest in Community Infrastructure Levy – note this is also on the work programme of the ETE Select Committee.</li>   <li>b) Update has been considered annually, usually at the Autumn meeting. Last update received Oct 2014.</li>   <li>c) Employee engagement item heard July 2012 including ‘Employee Voice’. Member interest in future update. Note – quarterly updates on suggestions received through ‘Employee Voice’ and action taken is published on the intranet.</li> </ul>				

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<b>Overview</b>	Digital Strategy	Maximising the use of technology identified as an area for development in the annual performance report	Requested following consideration of annual performance report at July 2014 meeting. Briefing received November 2014. Future update, timing tbc				
<b>Overview</b>	Trading Standards Strategy	Strategy due to be developed for trading standards where there hasn't been one before.	Topic added by Chairman following meeting with Director of CCBS summer 2014. Timing tbc				
<b>Overview</b>	Rural Strategy	Rural affairs became the remit of this committee as of November 2013	Strategy went to Cabinet in March 2014. Update could be provided to this committee – timing tbc				
<b>Pre-scrutiny</b>	Grants to Voluntary Sector Infrastructure Organisations	The approach to grant funding voluntary sector organisations has been reviewed.	Identified summer 2014, timing tbc				
<b>Overview</b>	Complaints Management	Referred to in annual performance report as an area for development	Identified summer 2014, timing tbc				

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<b>Overview</b>	Integrated Business Centre (IBC)	Significant change programme	Item added following IT update heard Oct 2014. Timing to be determined, likely to be once IBC has been rolled out to Oxfordshire (July 2015?)			✓ ?	
<b>Overview</b>	Budget Monitoring	<p>(a) Final Accounts considered at summer meeting, to see how the budget was managed for the year compared to plan.</p> <p>(b) Medium Term Financial Strategy – considered when appropriate to provide longer term financial context.</p> <p>(c) Planning for the 2017/18 budget gap</p>	<p>(a) Last considered July 2014. In 2012 recommendation that Select Committee Chairmen attend Cabinet Members budget preparation meetings – took place December 2012.</p> <p>(b) MTFS last considered July 2014.</p> <p>(c) Item on ‘transformation to 2017/18’ heard October 2014 (identified through consideration of the MTFS in July 2014) Future update requested, timing tbc</p>				<p>✓ (a)</p> <p>✓ (b)</p>

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<b>Scrutiny Review</b> - <i>to scrutinise, in-depth, priority areas agreed by the Committee</i>							
None at this time							

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<b>Real-time Scrutiny</b> - to scrutinise light-touch items agreed by the Committee, through working groups or items at formal meetings.							
Joint Working with Communities Corporate Workstream	Improving provision of services in communities while making savings	To consider how public sector agencies can work better together to improve service delivery and manage demand by early intervention	Presentation received July 2013 on priority corporate policy areas. Item on joint working with communities received at April 2014 meeting. Update received July 2014. Next update due Spring 2015.		✓ ?		
Consultation Policy	Whether improvements could be made to how the County Council engages with the public.	Members were aware of examples of consultations that had not been well received by the public, and wanted to review corporate guidance on consultations.	Briefing received to April 2012 meeting. Update received April 2013 on progress, including Borough Transport consultation as an example. (April 2013 request that future update include developments in use of social media as an engagement tool). Update received Oct 2013 – initiated working group – reported to July 2014 meeting and recommended to Cabinet. Cabinet due to consider Feb 2015. To review in a year (Jan 2016?)				

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Public Health	How public health priorities have been integrated into the wider work of the County Council.	In January 2013 Members noted that the Public Health budget comes within the Policy & Resources budget heading, and wished to understand more about the role of public health once it became a function of the County Council (in April 2013).	At the April 2013 meeting of the Select Committee Members recommended that the Cabinet formed after the May 2013 election include an Executive Member whose remit included public health. There is now an Executive Member for Social Care & Public Health. Planning to scrutinise this topic needs to take account of the role of the Health & Adult Social Care Committee to hold this portfolio to account.				
Crime & Disorder	Duty to review, scrutinise, and report on the decisions made, and actions taken by 'responsible authorities' under the Crime and Disorder Act.	This duty passed from the Safe & Healthy People Select Committee to this committee in May 2014	Introductory item on crime and disorder received at Oct 2014 meeting. Next steps tbc				

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<b>Monitoring Scrutiny Outcomes</b> - <i>to examine responses to the Committee's reports or comments and check on subsequent progress.</i>							
Recruitment and Retention of Staff	Light touch scrutiny in 2009 regarding how the County Council manages its workforce.	Member interest in ensuring the County Council has a workforce fit for the future in a changing environment for local government.	In 2011 the committee considered the County Council's sickness absence policy. Update in October 2012 on developments to the policy. July 2013 members requested to receive quarterly updates on performance against sickness absence targets. Item received Oct 2013 – confirmed further updates only required if absence falls below previous years for 3 consecutive months.				
Collation of Annual Report of Select Committee activity	To support oversight of the scrutiny function, and the role of this committee to ensure scrutiny activity is having impact and being evaluated.	The constitution requires that this committee report to full Council annually providing a summary of the activity of the select committees	In recent years this has been prepared by financial year. The report for 2013/14 was approved by the Select Committee in April 2014, and reported to full Council in July 2014. July 2013 members requested in future the annual report focus on evaluating the effectiveness of the scrutiny undertaken over the past year.		✓		

**Future topics:**

- Communication of Local service changes to local people and local members – issue raised at April 2013 meeting. Need to identify how to approach. (note links to consultation item elsewhere on the work programme)
- Cost effectiveness of contracts including sub contracting arrangements (Cllr Moore, reference Amey sub contracting bridge repairs for a fee above the cost passed on to the sub contractor) – Information about Amey contract circulated to Members Oct 2013, Item on performance monitoring of Amey contract on work programme for E&T Select Committee
- Effectiveness of the Health and Wellbeing Board (Cllr Pat West) – to allow time to get going before reviewing (and consider role of HASC to scrutinise this)
- Community Buildings Fund Grants pre scrutiny (as per 2014 C&C SC process?)