

**HAMPSHIRE COUNTY COUNCIL**

**Report**

<b>Committee:</b>	Policy & Resources Select Committee
<b>Date of meeting:</b>	25 January 2016
<b>Report Title:</b>	Work Programme
<b>Reference:</b>	7256
<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	25 Jan 2016	21 April 2016	14 July 2016	20 Oct 2016
<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.	Budget considered annually in January. In March 2015 Cabinet considered an update on the transformation to 2017 programme, and agreed that in September 2015 the Select Committees would have an item on Consideration of Departmental Transformation to 2017 savings proposals and public consultation feedback. Thornber request Nov 2015 for item on overall budget setting, to be considered Jan 2016.	✓			
<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 2015, next update expected July 2016.			✓	

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<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.				
<b>Overview</b>	a) IT developments and issues	a) 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)	a) Update has been considered annually, usually at the Autumn meeting. Last update received Oct 2014. 2015 update deferred to Jan 2016 due to officer availability.	✓			
<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 to be included within next IT update.	✓			

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<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. Nov 2015 identified for possible update early 2016		✓ ?		
<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. Chair request to invite HALC to present about what they do (Nov 2015) – timing tbc				
<b>Overview</b>	Complaints Management	Referred to in annual performance report as an area for development	Identified summer 2014, timing tbc				
<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.(note IBC update to audit cttee Feb 2015)				

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Overview	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 Sept 2015 (deferred from July 2015 meeting when usually considered)</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). Update received Sept 2015. Future update, timing tbc</p>			<p>✓ (a)</p> <p>✓ (b) ?</p>	
Overview	Devolution	To consider the implications of the potential devolution deal for the Hampshire region.	Subject to announcement regarding the devolution deal. Timing tbc		✓ ?		

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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/ Locality Working 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. Update received July 2015. Further update due early 2016.		✓?		
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 agreed new policy Feb 2015. To review in a year (April 2016)		✓?		

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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. Update on crime & disorder work (domestic abuse focus) received at Nov 2015 meeting. Update due autumn 2016.				✓
Community Buildings Fund large Grants	To make recommendations regarding applications for large grants under this grant stream	Requested by CCBS Dept following well received process undertaken by C&C Select Committee when these grants were considered previously.	Established a sub committee to undertake (at July 2015 meeting). Sub committee to meet early March 2016 to receive presentations from short listed organisations and make recommendations to the Executive Member.				

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<b>Monitoring Scrutiny Outcomes</b> - to examine responses to the Committee's reports or comments and check on subsequent progress.							
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 levels rise above 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 2014/15 was approved by the Select Committee in July 2015, and reported to full Council in July 2015. July 2013 members requested in future the annual report focus on evaluating the effectiveness of the scrutiny undertaken over the past year.		✓		