

**HAMPSHIRE COUNTY COUNCIL**

**Report**

<b>Committee:</b>	Policy & Resources Select Committee
<b>Date of meeting:</b>	28 October 2010
<b>Report Title:</b>	Work Programme
<b>Report From:</b>	Chief Executive

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**1 Purpose of Report**

1.1 Please find attached for consideration the work programme for the Policy & Resources Select Committee for 2010/11, as of 19 October 2010.

**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

**WORK PROGRAMME : POLICY & RESOURCES SELECT COMMITTEE – 2010/11**

<b>Overview / Pre-Scrutiny</b> - To maintain an overview of issues relevant to the terms of reference of this committee, and to consider proposed scrutiny topics for inclusion in the work programme.								
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<b>Organisations that Receive Grants from the Executive Member for Policy &amp; Resources</b>	Low	To provide overview of the work these organisations do, supported by HCC funding.	Jane Goodwin, Corporate Equalities and Third Sector Manager	To invite organisations that receive significant grants to present to the committee about what they do. One per meeting.	Citizens Advice		Community Action Hampshire?	
<b>IT update</b>	Low	Overview of I.T. issues and developments.	Jos Creese, Head of I.T.	Update received July 09. Cllr Reid requests next update to include Disaster Recovery and Business Continuity plans for I.T. Oct 09 Members request I.T. update once a year		Annual Update due.		
<b>Hantsdirect Contact Centre Implementation</b>	Low	Monitoring the implementation of this major corporate project.	Michelle Smith, Head of Resources, Chief Executive's Department	Oct 07 update. April 08 considered hantsdirect phase 2. October 08 considered hantsdirect phase 3. Update received Oct 09. Update requested in a years time.				

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<b>Corporate Biodiversity Action Plan</b>	Low	Overview of progress against this plan, currently set for the period 2008-11.	David Pape, Head of Ecology, Environment Department	Item on this considered April 08. Update received Oct 09. Update requested in a years time.				
<b>Insurance Monitoring</b>	Low	Annual update on the County Council's insurance arrangements.	Peter Andrews, Corporate Risk Manager	Item on this considered Oct 08. Update received March 2010.				
<b>Budget and Performance Monitoring</b>	High	To provide an overview of performance and budget issues as relevant to the terms of reference of this committee.	Bevis Ingram, Assistant County Treasurer	Following agreed cycle of budget scrutiny, final accounts are considered at the July meeting, and the proposed revenue budget and capital programme is considered at the January meeting. Other monitoring reports when necessary.	Final Accounts and MTFS received	Finance update/monitoring report	Budget proposals due	
<b>Corporate Improvement Plan</b>	Medium	To consider how key performance issues are monitored through the corporate improvement plan.	Gary Smith, Head of Performance	Cabinet in January 2010 requested that the appropriate select committee scrutinise the corporate improvement plan. Considered July 10, update requested if significant changes are made.	presentation received			

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<b>Sustainable Communities Act</b>	Low	To introduce the committee to what this act enables, and the recommendation of the Governance committee that this committee be 'engaged in supporting the Executive to manage the progression of the County Council's responses to the Act'.	Rachel Higgins, Corporate Policy Officer, Chief Executive's	Recommendations of Governance committee were endorsed at County Council in July 09. Currently awaiting confirmation from national government regarding future 'rounds' of invitations for proposals under the act. Report to this committee to be scheduled once there is greater clarity around this.				
<b>Economic Development</b>	High	To consider the key opportunities and challenges for this department and its future direction. New Director of the department taking over in summer 2009.	Alison Quant, Director of Economic Development	Mentioned at Full Council in July 2009 that scrutiny of economic development comes under this committee's remit. Oct 09 members requested item on how the county council is responding to the recession, received March 10. Also requested item on the Economic Assessment required in the LDEDC Act 2009.		Draft Economic Assessment due		

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<b>Disaster Recovery Planning</b>	Low	To consider how the County Council plans to ensure business continuity in the event of possible disasters/emergencies.	Ian Houlton, Head of Emergency Planning	Following I.T. disaster recovery item considered Oct 09, Members requested to look at disaster recovery plans more broadly. When this was considered in Jan 2010 members requested a future update on progress.				
<b>Budget Strategy</b>	Medium	To consider the foundations from which each years budget is derived.	County Treasurers	Following consideration of the budget in January 2010, members requested potentially considering the budget strategy in future, before the budget proposals are formulated.				
<b>Landholdings Policy</b>	Low	To consider the County Council's current policy in relation to purchasing land.	PBRS	This issue was mentioned at the January 2010 meeting and members requested potentially receiving a report on this in future.				

**Scrutiny – to scrutinise priority areas agreed by the Committee**

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<b>Review of HCC Recruitment and Retention of Staff</b>	High	At the meeting in Jan 09 members requested this issue be reviewed, to look into what policies HCC has in place to ensure a workforce fit for the future, given anticipated challenges and changes to local government.	Gavin Wright, Director of Human Resources	A workshop was held in April 09 where members of the committee received evidence. Report of findings endorsed by committee Oct 09. Update from HR requested on certain issues.				
<b>Local Area Agreement</b>	Medium	To scrutinise activity in relation to achieving targets under themes B 'Employment Skills and Business Support' and D 'Housing and Accommodation'	Robert Ormerod, Community Strategy Manager	The committee considered a report at its Oct 09 meeting regarding the LAA and agreed that each select committee should look at relevant themes more closely.				

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<b>Winter Resilience</b>	High	To consider how robust the Counties planning is for adverse winter weather.	Stuart Jarvis, Director of Environment	Invitation from Cabinet in January 2010 that this committee consider scrutinising this topic. The committee agreed at their January 2010 meeting to do so and give this topic priority. Review Group formed February 2010, final report due to go to September Cabinet.	Verbal update on progress	Report and response of Cabinet		
<b>HCC's relationship with the Voluntary and Community Sector</b>	Medium	To consider the value for money provided by voluntary and community organisations.	Paddy Hillary, Corporate Policy Manager, and Jane Goodwin, Corp. Equalities & Third Sector Manager, Chief Executive's Department	The committee considered a report at its meeting in March 09 that had gone to Cabinet regarding a review of HCC's relationship with the 'third sector'. Cabinet requested this committee consider undertaking a scrutiny review of the value for money provided by voluntary and community organisations. Report received Oct 09 on work already undertaken to review and improve dealings with VCS in relation to grants. Update requested in a year to consider progress.				

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<b>Rural Broadband</b>	Medium	To scrutinise what the County Council is doing in relation to supporting access to broadband internet connection in rural parts of Hampshire.	Economic Development and I.T. officers	Item suggested by the Chairman and Vice-Chairman, links to the 'Digital Britain' white paper produced by central government in June 2009, which includes ambition to increase internet access and broadband speeds.				
<b>Local Television Services</b>	Low	To consider options for the County to support different methods of communication to local people.		Item suggested at the January 2010 meeting by Cllr Anna McNair Scott.				
<b>Use of Consultants</b>	Medium	what benefit would there be in having a corporate policy/checklist for setting guidelines for the appointment of consultants? How could cost/benefit analysis and risk assessment form part of this policy/process?	Bevis Ingram? Assistant County Treasurer, County Treasurer's Department	Use of consultants initially considered in April and July 2007. Agreed in 2008 that a report on the IT Consultancy Framework could be included at a future meeting to enable Members to see a broader picture as to the rationale behind the use and recruitment of consultants however this was not received due to other priorities. Oct 09 Members reaffirmed their interest in following up on use of consultants.				

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<b>Efficiency of New Elizabeth II Court North East &amp; West Buildings</b>	Medium	To consider if the efficiencies anticipated have been achieved, and to consider potential additional ways to maximise use of the buildings	Steve Clow, Assistant Director, Property Services	Suggested by Cllr Reid at July 2009 Meeting. Agreed to schedule when office moves have had time to bed in.				
<b>Fairtrade</b>	Low	To consider the motion on Fairtrade put to May 2010 Full Council, to report recommendations back to full council.	Karen Murray, Director, PBRS	Cllr Buckley proposed a motion to full council in May 2010. Council requested the P&R SC consider the issues and report back. Following consideration in July 10, reported back to sept full council. Possibility to follow up in future.	Report received			
<b>Flooding</b>	High	To consider how flood risk in Hampshire is managed, how successful partnership working is in relation to flooding, and how prepared we are for the implications of new legislation.	Ian Hoults Head of Emergency Planning, plus relevant partner agencies	Following the light touch scrutiny of this subject by the Environment & Transport Select Committee, agreed March 2010 to undertake an indepth review of flooding following completion of the Winter Resilience Review.		Consider terms of ref for review		

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<b>Transparency of Special Recognition Awards</b>	High	Following publication of Chief Officers pay packages, a Member requested this committee look into this issue.	Andrew Smith, Chief Executive, Barbara Beardwell, Monitoring Officer	Issue was discussed under Chairman's communications July 10. Leader invited cttee to make recommendations in relation to increasing the transparency of processes for awarding SRA's.	Issue initially discussed	Consider options for recommendation		
<b>Reducing reliance on paper</b>	Medium	To consider plans for reducing the amount of paper produced, considering what is needed to enable electronic copies to be used instead.	Jos Cresse, IT?	Issue identified at July 10 meeting, to support efficiency and modern working practices. To identify suitable time for consideration.				

**Managing Hampshire County Council Scrutiny Activity**

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<b>Responding to emerging legislation which affects local government scrutiny.</b>	Local Government and Public Involvement in Heath Act 2007  Local Democracy, Economic Development and Construction Act		A Hampshire Scrutiny Conference took place in April 2009 involving HCC scrutiny chairs and district/borough scrutiny representatives to consider the emerging scrutiny agenda. For some elements of the legislation regulations are awaited. A further meeting with district/borough scrutiny representatives took place on 15 January 2010 to consider the latest developments.				
<b>Responding to new powers – Councillor Call for Action</b>			Draft protocol considered by committee in July 09. Agreed to review operation of protocol after six months. Revised protocol agreed by Cabinet Oct 09. (protocol not used as of sept 2010)				

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<b>Proposals for in-depth scrutiny review from other committees</b>	This committee has oversight of all Hampshire scrutiny activity, and any proposal for an in-depth scrutiny review put forward by one of the other local government scrutiny committees needs to be approved by this committee.			None Received	E&T SC highway works		
<b>Collation of annual report of select committee activity</b>	This committee reports back to full council each year providing a summary of the activity of all the select committees.		Draft report usually considered by this committee at the end of the financial year and submitted to full council in September.	Draft report received			
<b>Total Items</b>				<b>July: 7</b>	<b>Oct: 7</b>	<b>Jan: ?</b>	<b>April: ?</b>
<b>Not Yet Allocated: 15</b>							