



**South
Cambridgeshire
District Council**

REPORT TO: Scrutiny and Overview Committee

3 April 2014

LEAD OFFICER: Alex Colyer, Executive Director (Corporate Services)

WORK PROGRAMME 2014

Purpose

1. To provide the Scrutiny and Overview Committee with an opportunity to plan its work programme for future meetings.

Recommendations

2. That the Scrutiny and Overview Committee agrees upon a work programme for 2014.
3. That Members put forward suggested items for potential consideration at future meetings of the Scrutiny and Overview Committee.
4. That individual Members be appointed to work with officers and draft scoping documentation where necessary.

Background

5. Members of the Scrutiny and Overview Committee attended a training session held by the Centre for Public Scrutiny on 16 January 2014. One of the topics covered at the training session was work programming and the selection or scoping of issues for review.
6. The Chairman has agreed to introduce a new process for prioritising items for inclusion in the committee's work programme as a result of attending the training.

Considerations

The four principles of effective scrutiny

7. The Centre for Public Scrutiny works towards four principles of effective scrutiny, these being:
 - to provide 'critical friend' challenge to executive policy-makers and decision-makers;
 - to enable the voice and concerns of the public and its communities;
 - that scrutiny be carried out by 'independent minded governors' who lead and own the scrutiny process;
 - to drive improvement in public services.
8. Members are asked to give due consideration to these principles when carrying out their role on the Scrutiny and Overview Committee.

Work Programming

9. A number of items were put forward at the training session for potential consideration at future meetings of the Scrutiny and Overview Committee.
10. Using the work programme prioritisation tool, as attached in **Appendix A**, these items have been categorised to ascertain their priority from the Scrutiny and Overview Committee's perspective. The results of this exercise are as follows:

High Priority (include in work programme)	Low Priority (consider including in work programme)
Customer Contact Centre	Organisational Development Strategy
Economic Development Service	South Cambs Ltd
Planning Performance	

11. Councillors Kevin Cuffley, Lynda Harford, Douglas de Lacey, Bridget Smith recently met with officers to informally discuss each of these items and complete scoping documents where necessary. These are appended to the report as follows:

Customer Contact Centre – **Appendix B**
Planning Performance – **Appendix C**
Organisational Development Strategy – **Appendix D**
South Cambs Ltd – **Appendix E**
12. They also considered the Economic Development Service, and felt that this should be revisited later in the year after the Conservation Service Review had been undertaken and resulting changes implemented.
13. Members are encouraged to suggest items or topics for potential consideration at future meetings, which will be assessed using the criteria set out in the prioritisation tool.
14. Further items to consider at future meetings may be identified from the Council's Corporate Forward Plan, which is attached as **Appendix F** to this report. Bold text in this document denotes either a new item added or a change in date from a previously published Plan.
15. The Scrutiny and Overview Committee is invited to consider its work programme, taking into account the information set out in paragraphs 9 to 14 above.

Implications

16. In the writing of this report, taking into account financial, legal, staffing, risk management, equality and diversity, climate change, community safety and any other key issues, there are no significant implications.

Consultation responses (including from the Youth Council)

17. No consultation has taken place on the content of this report.

18. Consultation with children and young people on the work of the Scrutiny and Overview Committee predominantly takes place through the South Cambridgeshire Youth Council. Members of the Youth Council have been invited to attend meetings of the Scrutiny and Overview Committee.

Effect on Strategic Aims

Aim A – We will listen to and engage with residents, parishes and businesses to ensure we deliver first class services and value for money

19. The Scrutiny and Overview Committee will contribute to this strategic aim as it challenges decision takers and holds them to account as part of its deliberations.

Background Papers

20. No background papers were used in the production of this report.

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