

## **OUTSTANDING REFERENCES AND WORK PROGRAMME 2015/16**

Report of the: Head of Legal & Democratic Services  
Contact: Margaret Jones  
Urgent Decision?(yes/no) No  
If yes, reason urgent decision required:  
Annexes/Appendices (attached): Annexe 1: Outstanding References  
Annexe 2: Updated Work Programme 2015/16  
Other available papers (not attached): None stated

### **REPORT SUMMARY**

**This report lists references to officers outstanding as at 26 November 2015 and asks the Committee to agree its ongoing Work Programme for 2015/16.**

<b><u>RECOMMENDATION (S)</u></b>	<i>Notes</i>
<b>That the Committee:</b>  <b>(1) Notes the references to officers detailed at <u>Annexe 1</u>;</b>  <b>(2) Notes the progress made to date against its work programme 2015/16;</b>  <b>(3) Agrees the updated work programme for 2015/16 attached at <u>Annexe 2</u>.</b>	

## **1 Implications for the Council's Key Priorities, Service Plans and Sustainable Community Strategy**

1.1 Specific implications are dependent on the items agreed for inclusion in the work programme of the Audit, Crime & Disorder and Scrutiny Committee. Such implications are considered by the Committee before any given investigation.

## **2 Outstanding References**

2.1 The Committee is asked to note the outstanding references to officers detailed at Annexe 1.

### 3 Work Programme Update

- 3.1 At its meeting held on 23 June 2015 the Audit, Crime & Disorder and Scrutiny Committee agreed its work programme for 2015/16. Since this meeting some notable progress has been made against the plan. Two scrutiny reviews have been completed – Reviews of the Social Centres and Routecall. The recommendations of the two appointed Task Groups approved by the Audit, Crime & Disorder and Scrutiny Committee on 6 October 2015 are due to be considered by the Social Committee at its meeting on 29 October 2015.
- 3.2 At the time of drafting, the Task Group appointed by the Committee to undertake the Review of the Arrangements for Publicising and Determining Planning Applications was about to start its investigations. Originally this review was to report its findings to the Committee in November 2016. However, the Committee agreed at its June 2015 meeting that the Task Group should look to run its investigation from October/November 2015 until February 2016.
- 3.3 Lastly, a new item for scrutiny review has been identified – Venues Service Review. No details regarding scope etc. are available at this time, draft Terms of Reference are due to be discussed at the Financial Policy Panel in December 2015. A report covering details of this review will be presented to the Committee at a future meeting.

### 4 Proposals

- 4.1 It is proposed that the Audit, Crime & Disorder and Scrutiny Committee note the outstanding references to officers detailed at Annexe 1.
- 4.2 It is also proposed that the Committee notes the progress made against its work programme 2015/16 and that it approves the updated work programme attached at Annexe 2. Amendments/additions made since June 2015 are highlighted in bold.

### 5 Financial and Manpower Implications

- 5.1 When considering the work programme of the Audit, Crime & Disorder and Scrutiny Committee, the Committee will wish to consider workload implications for both its members and officers.
- 5.2 Currently, as discussed in paragraph 3.2 above, the Review of the Arrangements for Publicising and Determining Planning Applications is about to start. It is anticipated that the Task Group's report will be presented to the Committee at its February 2016 meeting. It is anticipated that the investigation into the Venues Service Review would not start until towards the end of this current year; it would not be completed until 2016/17.
- 5.3 **Chief Finance Officer's comments:** None for the purposes of this report.

### 6 Legal Implications (including implications for matters relating to equality)

- 6.1 The work programme attached at Annexe 2 has been designed to meet the Committee's responsibilities set out in legislation and its Terms of Reference.
- 6.2 **Monitoring Officer's comments:** There are no implications arising directly from this report. However, there are clear issues arising from some of the individual areas of work and it will be necessary to ensure that those issues are addressed in as that work is completed.

## **7 Sustainability Policy and Community Safety Implications**

- 7.1 Scrutiny of the Community Safety Partnership is a responsibility of the Audit, Crime & Disorder and Scrutiny Committee.

## **8 Partnerships**

- 8.1 The Committee has the ability to make reports or recommendations on matters which affect the authority's area or the inhabitants of that area.

## **9 Risk Assessment**

- 9.1 On-going monitoring of its agreed work programme will enable the Committee to ensure it is meeting its responsibilities (statutory and local). It also enables the Committee to manage its workload across the year to identify priorities and to reschedule work according to need/risk.

## **10 Conclusion and Recommendations**

- 10.1 The Audit, Crime & Disorder and Scrutiny Committee agreed its work programme for 2015/16 at its June 2015 meeting. Since then progress has been made against the plan. In addition, a new item for scrutiny review has been identified.
- 10.2 It is recommended that the Committee notes the outstanding references to officers as at 26 November 2015. It is also recommended that the Committee notes the progress that has been made to date against its work programme 2015/16 and that it agrees the updated work programme attached at Annexe 2.

**WARD(S) AFFECTED: N/A**