REPORT TO:		Communities and Wellbeing Overview and Scrutiny Committee; Resources Overview and Scrutiny Committee
DATE:		28th June 2016; 19th July 2016
PORTFOLIO:		Councillor Eamonn Higgins, Chair of the Communities and Wellbeing Overview and Scrutiny Committee; Councillor Abdul Khan, Chair of the Resources Overview and Scrutiny Committee
REPORT AUTHOR:		Overview and Scrutiny Officer
TITLE OF REPORT:		Overview and Scrutiny Work Programme 2016/17
EXEMPT REPORT:	No	
KEY DECISION:	No	If yes, date of publication:

1. **Purpose of Report**

1.1 This report asks the Committees to give consideration to and approve the work programme for 2016/17 of the Resources Overview and Scrutiny Committee and the Communities and Wellbeing Overview and Scrutiny Committee.

2. **Recommendations**

2.1 That the Committees consider the draft work programmes contained in the Appendix to this report and approves their work programmes for 2016/17.

2.2 The work programme of the Resources Overview and Scrutiny Committee and the Communities and Wellbeing Overview and Scrutiny Committee be submitted to the next meeting of Cabinet for comment.

3. **Reasons for Recommendations and Background**

3.1 At the beginning of each Municipal Year, the Council's Overview and Scrutiny Committees each agree a work programme for the new Municipal Year.

3.2 The process for agreeing the work programme is set out in Overview and Scrutiny procedure rule C6(a) as follows;

"A draft work programme will be submitted for comment to the first appropriate meeting of the Cabinet at the beginning of each new Municipal Year and the draft work programme for each overview and scrutiny committee will then be submitted to the next following meeting of that committee (together with any comments or recommendations from the Cabinet) for approval".

3.3   Consultation has been held with the Chairs and Vice Chairs of each committee and via a meeting with the Cabinet. Also, every Councillor and Head of Service have been requested to submit their suggestions for Overview and Scrutiny Items. This generated a few topics which have been added to the work programme.

3.4   We have sought to provisionally allocate items to specific meetings. These may be subject to change during the year, particularly where they involve the attendance of external and partner organisations. When agreed, a copy of the work programme will be sent to all service managers and to all Cabinet members to give advanced notice that Scrutiny will be considering an item in their portfolio.

3.5   Additional items may be added to the work programme as the year progresses.

3.6   The draft work programmes for both committees can be seen in appendix 1.

3.7   The Committees are asked to agree to a draft work programme to be submitted to Cabinet.

4.   Alternative Options considered and Reasons for Rejection

4.1   The Committees could agree alternate work programmes. This has been rejected as the draft programmes have been developed from in depth consultation.

5.   Consultations

5.1   As discussed in paragraph 3.3.

6.   Implications

Financial implications (including mainstreaming)	Not applicable
Legal and human rights implications	Not applicable
Assessment of risk	Not applicable
Equality and diversity implications *A Customer First Analysis should be*	Not applicable

completed in relation to policy decisions and should be attached as an appendix to the report.	

7. **Local Government (Access to Information) Act 1985: List of Background Papers**

None applicable to this report

8. **Freedom of Information**

8.1 The report does not contain exempt information under the Local Government Act 1972, Schedule 12A and all information can be disclosed under the Freedom of Information Act 2000.

Work Programmes 2016/17

	Draft Resources Work Programme 2016/17
Meeting Date	**Work Topics**
19th July	- Impact of Taxis Licenced outside of the Borough – Cllr Molineux / Jane Ellis - HR Business Plan (People Strategy)
6th Sept	- Integrated IT solution and potential savings – Cllr Molineux/Scott Gardner - Housing and Regeneration Business Plan Update – Cllr Cleary/Mark Hoyle/Helen McCue Melling - Land Asset Review – Progress on Recommendations – Cllr Cleary / Mark Hoyle / Helen McCue Melling
25th October	- Town Centre Viability (Report to include impact of late night licensing, business rates, betting shops and takeaways) – Cllr Cleary (To liaise with various Service Heads) - Audit Business Plan Update – Mark Beard
13th December	- **Fly Tipping in Hyndburn – Cllr Cox** - **Environmental Health Service Plan – Cllr Cox** - **Effects of the Removal of Cost Share for Waste Services from LCC – Cllr Cox**
24th January	- Hyndburn Borough Council website review – Cllr Molineux / Scott Gardner - IT Business Plan Update – Cllr Molineux/Scott Gardner - Legal and Democratic Services Business Plan Update – Cllr Molineux/ Jane Ellis
14th February	Budget – **Joe McIntyre/Cllr Molineux**
21st March	- Hyndburn Leisure Financial Update – Cllr Moss - Office of the Chief Executive Business Plan Update – Cllr Parkinson / Mike Walker

	Draft Communities and Wellbeing Work Programme 2016/17
Meeting date	**Work topics**
28th June	- **Applications for Co-opted Members** - **Closure of Calderstones NHS Trust / Transforming Care** - **Proposal for Free School in Great Harwood**
7th September	- LCC Property Strategy
28th October	- St Christophers School Proposal
13th December	- Social Housing Report
27th January	- Community Safety Plan - Policing in Hyndburn – update on new model - North West Ambulance Service - Fire and Rescue Update / First Responders
24th March	- Lancashire and South Cumbria Change Programme

To be allocated a date
Health Access Centre / Primary Care Model