

MAIDSTONE BOROUGH COUNCIL

CORPORATE SERVICES OVERVIEW AND SCRUTINY COMMITTEE

TUESDAY 6 JULY 2010

REPORT OF HEAD OF CHANGE AND SCRUTINY

Report prepared by Esther Bell

1. FUTURE WORK PROGRAMME AND FORWARD PLAN OF KEY DECISIONS

1.1 Issue for Consideration

1.1.1 To consider the Committee's future work programme and the Forward Plan of Key Decisions.

1.2 Recommendation of the Head of Change and Scrutiny

1.2.1 That the Committee considers the draft Future Work Programme, attached at **Appendix A**, to ensure that it is appropriate and covers all issues Members currently wish to consider within the Committee's remit. Furthermore, the Committee is recommended to consider the reference from the Partnerships and Well-Being Overview and Scrutiny Committee attached at Appendix B regarding a work programme suggestion.

1.2.2 That the Committee considers the sections of the Forward Plan of Key Decisions relevant to the Committee and discuss whether these are items requiring further investigation or monitoring by the Committee.

1.3 Reasons for Recommendation

1.3.1 **Future Work Programme**

Throughout the course of the municipal year the Committee is asked to put forward work programme suggestions. These suggestions are planned into its annual work programme. Members are asked to consider the work programme at each meeting to ensure that remains appropriate and covers all issues Members currently wish to consider within the Committee's remit.

1.3.2 **Forward Plan of Key Decisions**

At the meeting of the Corporate Services Overview and Scrutiny Committee on 3 February 2009, Members considered the Forward Plan

of Key Decisions and agreed that "this should be a standing item on the agenda to ensure important issues were dealt with in a proactive, rather than reactive, manner." The Forward Plan will therefore now be included on each Committee agenda under the "Future Work Programme" item.

1.3.3 The Forward Plan for 1 July 2010 – 31 October 2010 contains the following decisions relevant to the Corporate Services Overview and Scrutiny Committee:

- Performance Plan; and
- Budget Strategy 2011/12 Onwards.

Reports with further details on these are attached at **Appendix B**.

1.4 Alternative Action and Why Not Recommended

1.4.1 The Committee could choose not to consider its Future Work Programme, however considering it ensures that it remains appropriate, relevant and covers all issues Members currently wish to consider within the Committee's remit.

1.4.2 Furthermore, the Committee could choose to not consider the Forward Plan of Key Decisions; however this would prevent the committee from ensuring important issues are dealt with in a proactive, rather than reactive, manner.

1.5 Impact on Corporate Objectives

1.5.1 The Committee will consider reports that deliver against the following Council priority:

- 'A place with efficient and effective public services'.

1.5.2 The Strategic Plan sets the Council's key objectives for the medium term and has a range of objectives which support the delivery of the Council's priorities. Actions to deliver these key objectives may therefore include work that the Committee will consider over the next year.

1.6 Risk Management

1.5.1 There are no risks involved in considering the future work programme and the Forward Plan of Key Decisions.

1.7 Other Implications

1.7.1

1. Financial
2. Staffing
3. Legal
4. Equality Impact Needs Assessment
5. Environmental/Sustainable Development
6. Community Safety
7. Human Rights Act
8. Procurement
9. Asset Management

1.8 Relevant Documents

- 1.8.1 Appendix A – Future Work Programme
- Appendix B – Forward Plan of Key Decisions