By: Peter Sass, Head of Democratic Services

To: Scrutiny Committee – 12 December 2014

Subject: Select Committee – Work Programme

Summary: The Scrutiny Committee is asked to consider and prioritise the six Select Committee proposals set out in this report.

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1. Introduction

(1) One of the Scrutiny Committee's responsibilities is to co-ordinate the programme of Select Committee Reviews.

(2) The Select Committee Work Programme co-ordinated by this Committee is subject to endorsement by Cabinet.

(3) Six proposal forms for Select Committees have been received for consideration by this Committee (see **Appendix 1)**.

2. Resources to support the Select Committees

(1) The Research Officer resource sits within the Business Intelligence Team. These resources will need to be diverted from current evaluation and transformation work and, therefore, Members are asked to consider timescales, the impact the reviews might have on limited resources and how best to prioritise the use of such resources.

(2) Democratic Services will continue to provide support for Select Committees.

(3) The available resources to support Select Committees will enable one Select Committee to be active at a time with preparatory work being carried on the next Select Committee as the active one reaches the end of its process.

3. Setting the Select Committee topic review work programme

(1) The proposer of each of the Select Committee topic reviews along with the relevant Cabinet Member and supporting officer have been invited to attend and present each of the topics.

(2) At the end of all of the presentations, the Committee will be invited to consider which topics to include within the work programme for the coming year or longer and the order in which the reviews are to be carried out. If a programme longer that one year is agreed, this will be reviewed by the Committee on an annual basis to consider if the topic is still relevant and appropriate.

4. Timetable for Select Committee Reviews

(1) If Members are minded to include any of the Select Committee proposals onto the Work Programme an approximate timescale for the start and conclusion of each of these reviews will need to be agreed in principle.

(2) Based on the resources available to support Select Committee topic reviews, it is suggested that work on the first review should start immediately, with the aim of its report being submitted to County Council in May 2015. A second review could be identified which would start work as the first review is finalising its report with the aim of submitting its report to the October 2015 meeting of the County Council.

5. Select Committee Terms of Reference and Membership

(1) It is the responsibility of any Select Committee to agree its Terms of Reference. However, the proposal forms in Appendix 1 do contain some suggested issues to be covered by the Terms of Reference to assist the Scrutiny Committee in deciding whether to include the review in the Work Programme. The Terms of Reference for the review as agreed by the Select Committee will be circulated to the Scrutiny Committee for information.

(2) As agreed by the County Council in July 2013 there will be 9 Members on each Select Committee, comprising 5 Conservative, 2 UKIP, 1 Labour and 1 Liberal Democrat.

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6. Recommendation:

The Scrutiny Committee is asked to agree which Select Committee proposals to include within the Select Committee Work Programme and the order in which these reviews should be carried out.

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Background document - none

Index to Select Committee topic review proposals

Time*	Subject	Proposer	Cabinet Member/ representative	Page number
14:10	KSAS	Mr Vye	Graham Gibbens	9
14:20	Public Health Care expenditure	Mrs M Elenor	Graham Gibbens	13
14:30	Property Management	Mr J Wedgbury	Gary Cooke	17
14:40	Biodiversity	Mr M Whybrow	David Brazier	21
14:50	Energy Security	Mr J Wedgbury	David Brazier	27
15:00	Corporate Parenting	Mrs M Crabtree	Ann Allen	31
15:10	Discussion and decision on the topics to be included in the Select Committee work programme.			

*timings are approximate