

By: Richard Parry - Chairman of the Scrutiny Committee  
Peter Sass -Head of Democratic Services

To: Scrutiny Committee – 9 June 2016

Subject: Select Committee – Work Programme

Status: Unrestricted

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Summary: The Scrutiny Committee is asked to consider and prioritise the three 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) Three 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 to carry out one review sits within the Strategy, Policy, Relationships and Corporate Assurance Team, whilst the meeting administration support including all of the evidence gathering sessions sits within the Democratic Services unit.
- (2) It would be very challenging with the officer resources currently available to support more than one Select Committee prior to the 2017 County Council elections as the final Select Committee report would have to be submitted to the County Council meeting in March 2017. For two Select Committees to be supported between now and March 2017, the first would be required to complete its work and submit its report to the December 2016 County Council meeting in six months' time, with the second review taking just three months between December 2016 and March 2017. Even with very specific Terms of Reference and a narrow focus, this will be challenging. Of the total number of 5 Select Committee reports in the last 3 years, the quickest review was the 'Maximising the Benefits from Kent's European Relationship' Select Committee, which took 4 months to complete its work and report to the County Council. The longest was Corporate Parenting which took 11 months to complete its work and report to the County Council.

### **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 topic to establish as the next Select Committee, and whether to include any of the other topics on the Scrutiny Committee work programme for establishment after May 2017.

### **4. Timetable for Select Committee Reviews**

- (1) Based on the resources available to support Select Committee topic reviews, it is suggested that work on the review should start immediately, with the aim of its report being submitted to Cabinet and County Council in March 2017.

### **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.

### **6. Recommendation, that:**

The Scrutiny Committee is asked to agree which Select Committee proposal to establish as the next Select Committee review and to determine the overall reporting timetable. The Scrutiny Committee may also agree to include one or all of the other topics on the Scrutiny Committee work programme for establishment after May 2017.

Contact: Anna Taylor/Joel Cook  
[scrutiny.committee@kent.gov.uk](mailto:scrutiny.committee@kent.gov.uk)  
03000 416478/416892

Background document - none

## Index to Select Committee topic review proposals

<b>Time*</b>	<b>Subject</b>	<b>Proposer</b>	<b>Cabinet Member/ representative</b>	<b>Page number</b>
<b>10:10</b>	Emergency Financial Assistance	Martin Vye	Graham Gibbens/ Andrew Ireland	
<b>10:20</b>	Digital Exclusion	Rob Bird	Mark Dance/ Barbara Cooper	
<b>10:30</b>	Bus Transport in Kent and its Public Subsidy	David Brazier	Matthew Balfour/ Barbara Cooper	
<b>10:40</b>	Discussion and decision on the topics to be included in the Select Committee work programme.			

\*timings are approximate