

CORPORATE RESOURCES OVERVIEW & SCRUTINY COMMITTEE

Date of Meeting	Thursday, 13 February 2025
Report Subject	Forward Work Programme
Report Author	Democratic Services Manager
Type of Report	Operational

EXECUTIVE SUMMARY

Overview & Scrutiny presents a unique opportunity for Members to determine the Forward Work programme of the Committee of which they are Members. By reviewing and prioritising the Forward Work Programme, Members are able to ensure it is Member-led and includes the right issues.

A copy of the Forward Work Programme is attached at Appendix 1 for Members' consideration which has been updated following the last meeting.

The Committee is asked to consider, and amend where necessary, the Forward Work Programme for the Corporate Resources Overview & Scrutiny Committee.

RECOMMENDATIONS

1	That the Committee considers the draft Forward Work Programme and approve/amend as necessary.
2	That the Democratic Services Manager, in consultation with the Chair of the Committee be authorised to vary the Forward Work Programme between meetings, as the need arises.

REPORT DETAILS

1.00	EXPLAINING THE FORWARD WORK PROGRAMME
1.01	The Forward Work Programme (FWP) is intended to set out the Committee's schedule of work for the coming months.

	<p>It is a 'working document' that remains under constant review to ensure that the Committee is carrying out the proper level of scrutiny and is focussing on the appropriate areas in accordance with its Terms of Reference.</p>
1.02	<p>Items feed into a Committee's Forward Work Programme from several sources.</p> <p>Members can suggest topics for review by Overview & Scrutiny Committees, members of the public can suggest topics, items can be referred by the Cabinet for consultation purposes, or by County Council or Chief Officers.</p> <p>Other possible items are identified from the Cabinet Work Programme and the Improvement Plan.</p>
1.03	<p>The Corporate Resources Overview and Scrutiny Committee has assumed an oversight role for the 'Transformation Programme' that is currently being developed. In light of this, the Committee's Terms of Reference will be reviewed by the Democratic Services Manager in conjunction with the Chair and Vice-Chair of the Committee.</p> <p>This review, along with the 'Transformation Programme' will then inform the Forward Work Programme.</p>
1.04	<p>A number of items were identified for inclusion on the committees FWP at recent meetings. The following provides an update for these items.</p> <ul style="list-style-type: none"> • An update on mitigation options for homelessness was requested for the Autumn. This is being considered as part of the work of the Community and Housing Overview and Scrutiny Committee reviewing the Action Plan. <i>Details will be brought before Committee once this has been concluded.</i> • A report was requested detailing how the Public Service Board operates, its benefits, and costs etc. <i>This has been provisionally scheduled for the April 2025 meeting.</i> • An invitation be extended to the Chief Fire Officer for a representative to attend a future meeting of this Committee. <i>Awaiting confirmation of availability to attend a future meeting.</i> • To provide an update on Social Value Progress, to include what the anticipated local spend through the contract is and whether there are increased costs to the Council as a result of including social value in contracts. <i>This has been provisionally scheduled for the April 2025 meeting.</i> • To receive a lessons learned report following the fire at Synthite Ltd would be scheduled in the next Forward Work Programme. <i>This has been provisionally scheduled for the March 2025 meeting.</i>

	<ul style="list-style-type: none"> • An invitation be extended to the Police & Crime Commissioner to attend a future meeting of this Committee in relation to discuss the Independent Custody Visitor scheme for North Wales. <i>This has been provisionally scheduled for the March 2025 meeting.</i> • North Wales Coroner Annual Update To schedule the North Wales Coroner to attend Committee to give an update and oversight of their work. <i>Awaiting confirmation of availability to attend a future meeting.</i> • Unanswered Telephone Calls For the Committee to receive a report about steps being taken to address the issue of unanswered telephone calls in the Contact Centre. <i>Date to be confirmed.</i>
1.05	<p>Items from the Strategic Transformation Programme will include any impact on equalities. They will be listed below and then move to the FWP as items are scheduled.</p> <ul style="list-style-type: none"> • For a clearly defined brief on project P12 be brought back to the Committee for member to consider its inclusion into the Strategic Transformation Programme (STP). <i>Date to be confirmed.</i>
1.06	<p>As well as the 'targeted' work items, there are standard, regular reports that follow a 'pattern'. These are included in Appendix 1 under 'Regular Items' and will be scheduled on the FWP accordingly.</p>
1.07	<p>Members are also encouraged to consider and propose items for inclusion on the FWP, noting the guidance at paragraph 1.08.</p>
1.08	<p>In identifying topics for future consideration, it is useful for a 'test of significance' to be applied. This can be achieved by asking a range of questions as follows:</p> <ol style="list-style-type: none"> 1. Will the review contribute to the Council's priorities and/or objectives? 2. Is it an area of major change or risk? 3. Are there issues of concern in performance? 4. Is there new Government guidance of legislation? 5. Is it prompted by the work carried out by Regulators/Internal Audit? 6. Is the issue of public or Member concern?

2.00	RESOURCE IMPLICATIONS
2.01	None as a result of this report.

3.00	IMPACT ASSESSMENT AND RISK MANAGEMENT
3.01	Not applicable.

4.00	CONSULTATIONS REQUIRED/CARRIED OUT
4.01	Publication of this report constitutes consultation.

5.00	APPENDICES
5.01	Appendix 1 – Draft Forward Work Programme.

6.00	LIST OF ACCESSIBLE BACKGROUND DOCUMENTS
6.01	None.

7.00	CONTACT OFFICER DETAILS
7.01	Contact Officer: Steven Goodrum, Democratic Services Manager Telephone: 01352 702320 E-mail: Steven.Goodrum@flintshire.gov.uk

8.00	GLOSSARY OF TERMS
8.01	None.