

CULTURE, TOURISM AND ENTERPRISE OVERVIEW & SCRUTINY COMMITTEE

Agenda Item 9
Brighton & Hove City Council

Subject: Towards a Work Programme
Date of Meeting: 19 June 2008
REPORT OF: Director of Strategy and Governance
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Wards Affected: All

FOR GENERAL RELEASE

Towards a Scrutiny Work Programme

1. Purpose of the report

- 1.1 For Members to suggest matters to be included in a draft work programme for the Culture, Tourism and Enterprise Overview and Scrutiny Committee (CTEOSC) 2008 – 2009, based on the terms of reference and functions of the committee as set out elsewhere on this agenda (see Item 4).

2. Recommendations

- 2.1 To agree that a fuller draft work programme be presented for the Committee to consider at its next meeting and then to the Commission for consideration.

3. Information/background

- 3.1 The functions of the Overview and Scrutiny Committees in Part 6 of the Council's constitution include (paragraph 3.2) to 'develop focused programmes of work and identify the most appropriate means of progressing such work'. Committees should also 'be responsible for setting their own work programme to overview and scrutinise the work of the Executive, relevant Council Committees and services and the effectiveness of relevant partnerships or other bodies' (12.2). The Overview and Scrutiny Commission is tasked with approving an annual overview and scrutiny work programme to ensure that there is efficient use of the Committees' time and that the potential for duplication of effort is minimised.' Whilst it is down to the CETOSC to agree its own work programme, the OSC has sight of all overview and scrutiny

committees' work programmes in its role as the co-ordinating committee.

- 3.2 There are a number of ways in which items may come to be included into an overview and scrutiny draft work programme;
- a) All members will have access to the Council's Forward Plan and may wish to suggest key decisions from the Plan for inclusion in the Overview and Scrutiny work programme;
 - b) The CTEOSC Chairman can go through the Council's Forward Plan at each Chairman's meeting and put forward to Overview and Scrutiny any items he sees fit;
 - c) Cabinet Members/Cabinet/Regulatory Committee Chairmen may refer items to the Overview and Scrutiny Committees for examination and comment;
 - d) Part 6, paragraph 13 of the Constitution states that the Commission and all Overview and Scrutiny Committees shall also respond, as soon as their work programme permits, to requests from the Council and if it considers it appropriate, the Cabinet/Cabinet Committees to review particular areas of Council activity.
 - e) Any Member of the Commission and Overview and Scrutiny Committees can notify the Head of Scrutiny that they wish to have an item included on the agenda of the next possible meeting. The Commission or Committee will then determine whether it wishes to pursue the suggested item and in what way.
 - f) The Committee may also receive requests from any other Councillors and suggestions from officers for particular topics to be scrutinised. Any Councillor may submit a letter for inclusion on the agenda for any overview and scrutiny committee.
 - g) So-called 'Legacy' items or matters brought forward from 2007-2008; may be included in the Overview and Scrutiny work programme. For CTEOSC the only such item was a recommendation from the previous Children and Young People's Overview and Scrutiny Committee (CYPSOC) that a successor committee look at the provision of flood-lit sports facilities in the city.
 - h) The 19 plans and strategies that make up the Budget and Policy Framework are listed in Part 3.1 of the Council Constitution. They form Appendix 1 to this report. Although the approval of the budget and policy framework is reserved to full Council it is envisaged that Overview and Scrutiny will consider draft

proposals before submission of the proposal to Council. The Cabinet should take into account any response from an Overview and Scrutiny committee and relevant stakeholders in drawing up firm proposals for submission to Full Council.

- 3.5 The Overview and Scrutiny draft work programme also needs to allow for flexibility to determine matters as they arise such as requests for scrutiny and call-in.
- 3.6 A number of possible future items for the Committee to consider, as suggested by the Chairman are listed at Appendix 2.

4. CONSULTATION

- 4.1 No formal consultation was undertaken in reference to this report.

5. FINANCIAL & OTHER IMPLICATIONS:

Financial Implications:

- 5.1 There are no direct financial implications to this report, although eventual decisions on the CTEOSC Work Programme will need to be taken with regard to the overall resources of the Overview & Scrutiny function.

Legal Implications:

- 5.2 No legal advice has been taken in relation to this report.

Equalities Implications:

- 5.3 The final CTEOSC Work Programme should take account of equalities implications.

Sustainability Implications:

- 5.4 The final CTEOSC Work Programme should take account of sustainability implications.

Crime & Disorder Implications:

- 5.5 The final CTEOSC Work Programme should take account of crime and disorder implications.

Risk and Opportunity Management Implications:

- 5.6 No risk or opportunity management implications have been considered for this report.

Corporate / Citywide Implications:

- 5.7 The final CTEOSC Work Programme should take account of corporate and Citywide implications.

SUPPORTING DOCUMENTATION

Appendices:

1. List of Budget and Policy Framework Documents
2. Items for future meetings suggested by the CTEOSC Chairman.

Documents in Members' Rooms:

There are None.

Background Documents:

1. The Council Constitution (May 2008).

Agenda item 9: Appendix 1

List of Budget and Policy Framework Documents

(a) Policy Framework.

The policy framework means the following plans and strategies:-

(i) those required by law to be adopted by full Council:-

- Annual Library Plan;
- Best Value Performance Plan;
- Children and Young People's Plan;
- Community Strategy;
- Crime and Disorder Reduction Strategy;
- Local Transport Plan;
- Plans with Development Plan Document status which together comprise the Local Development Framework and the Waste and Minerals Development Framework;
 - Youth Justice Plan
- Statement of Licensing Policy pursuant to Licensing Act 2003;
- Statement of Gambling Policy pursuant to the Gambling Act 2005.

(ii) those which the Council has determined should be adopted by full Council as part of the Policy Framework:

- Food Law Enforcement Service Plan;
- The plan and strategy which comprise the Housing Investment Programme;
- Adult Learning Strategy;
- City Employment and Skills Plan;
- Sustainability (Local Agenda 21) Strategy;
 - The Council's Corporate Plan;
 - Inclusive Council Policy;
 - Health and Safety Annual Service Plan;
 - Local Area Agreements.

(b) **Budget.** The budget includes the allocation of financial resources to different services and projects, proposed contingency funds, setting the council tax and decisions relating to the control of the Council's borrowing requirement, the control of its capital expenditure and the setting of virement limits.

Agenda Item 9: Appendix 2

Items for future meetings suggested by the Chairman of CTEOSC:

- Draft Library Plan (one of the 19 Budget and Policy Framework policies)
- Support given to small businesses in the city
- Support given to, and future of the creative industries in the city
- Refresh of the museum's forward plan
- Refresh of the Cultural Strategy for the city
- Key Performance data – quarterly
- Future development of the London Road
- Provision of flood-lit sports facilities in the city (referral from CYPOSC)

