

Committee	Healthier Communities Select Committee	Item No	8
Report Title	Select Committee Work Programme		
Contributors	Scrutiny Manager		
Class	Part 1	Date	14 December 2011

1 Purpose

- 1.1 To advise Members of the select committee of the work programme for the municipal year 2011/12.

2 Summary

- 2.1 At the beginning of the municipal year, each select committee drew up a draft work programme for submission to the Business Panel for consideration.
- 2.2 The Business Panel considered the proposed work programmes of each of the select committees on 17 May 2011 and agreed a co-ordinated overview and scrutiny work programme, avoiding duplication of effort and facilitating the effective conduct of business.
- 2.3 However, the work programme is a “living document” and as such can be reviewed at each select committee meeting so that members are able to programme urgent, high priority items and remove items that are no longer a priority.

3 Recommendations

- 3.1 The select committee is asked to:
- note the work programme and project plan attached at **Appendix B** and discuss any issues arising from the programme;
 - specify the information and analysis required in the report for each item on the agenda for the next meeting, based on desired outcomes, so that officers are clear on what they need to provide;
 - note the Council’s Forward Plan and Key Decisions programmed for the next four months, attached at **Appendix C**, and consider any key decisions for further scrutiny.

4. The work programme

- 4.1 The work programme for 2011/12 was agreed at the meeting of the Committee held on 19 April 2011 and considered by the Business Panel on 17 May 2011.
- 4.2 Some changes to the work programme were requested in advance of this meeting. At the request of a member of the Committee, SLaM Network Arts was added to the agenda for this meeting. As requested of the Chair, by the Executive Director for Community Services, an item has been added to the February meeting: personalisation consultations, to facilitate a broader discussion on best practice when undertaking such consultations.
- 4.3 The Committee is asked to consider whether it wishes to amend its work programme in any way. Should the Committee wish to add additional work programme item(s), Members will need to consider if there is space in the work programme to accommodate these

items. Medium/low priority item(s) might need to be removed from the programme in order to create sufficient capacity. Before adding additional items, each item should be considered against agreed criteria. The flow chart attached at **Appendix A** may help members in this respect. The Committee's work programme needs to be achievable in terms of the amount of meeting time available.

5. The next meeting

5.1 The following substantive items are scheduled for the next meeting:

Agenda Item	Review Type	Priority
1. Premature Mortality Review – Primary care and best practice Evidence session	In depth review	High
2. QIPP Update report	Standard	High
3. Joint Strategic Needs Assessment	Standard	High
4. Personalisation Consultations	Standard	High
5. (Libraries)	Standard	High

5.2 The Committee is asked to consider if any specific information and analysis is required for each item, based on the outcomes the Committee would like to achieve, so that officers are clear on what they need to provide for the next meeting.

5. Financial Implications

5.1 There are no immediate financial implications from this report. However, any financial implications arising from scrutiny recommendations will be managed in the usual way via referral and response from officers.

6. Legal Implications

6.1 In accordance with the Council's Constitution, all scrutiny select committees must devise and submit a work programme to the Business Panel at the start of each municipal year.

7. Equalities Implications

7.1 There may be equalities implications arising from items on the work programme and all activities undertaken by the select committee will need to give due consideration to this.

8. Date of next meeting

8.1 The date of the next meeting is 8 February 2011.

9. Background Documents

Lewisham Council's Constitution

Centre for Public Scrutiny the Good Scrutiny Guide – a pocket guide for public scrutineers

Scrutiny work programme – prioritisation process

