

**HERTFORDSHIRE COUNTY COUNCIL**  
**OVERVIEW AND SCRUTINY COMMITTEE**

Agenda Item No.

**1(A)**

**WEDNESDAY, 27 JANUARY 2016 AT 9.30AM and**  
**WEDNESDAY, 3 FEBRUARY 2016 AT 10.00AM**

**SCRUTINY OF THE INTEGRATED PLAN PROPOSALS 2016/17 – 2019/20**

Report of the Head of Scrutiny

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**1. Purpose of report**

- 1.1 To provide Members with the format for the Committee's scrutiny of the Integrated Plan Proposals (IPP) 2016/17 – 2019/20.

**2. Summary**

- 2.1 As agreed by the Committee in April 2015, the Committee will adopt the same process as was undertaken for its previous scrutinies of the IPP. The primary difference (agreed by the Committee in June 2015) will be that each backbench Member Group will focus a specific portfolio area, exploring all themes/areas of questioning, rather than just one theme/area of questioning which has been the approach in previous years.

2.2 Wednesday 27 January 2016

- 2.2.1 The Committee meeting will start at 9.30am in the Council Chamber. Prior to that the backbench member groups will meet at 8.45 a.m. in order that they can discuss approaches to questions, information they require of portfolio holders and generally agree their approach to their evidence gathering prior to the start of the formal meeting. At the formal meeting of the Committee, Members will receive an introduction to the scrutiny; a summary by the Scrutiny Officer of the format for the Committee's scrutiny and an oral report from the Assistant Director Finance, Resources & Performance, who will provide the Committee with the context within which the integrated plan proposals have been prepared. The Committee will then adjourn to gather its evidence. Each Member Group will focus on a specific portfolio area; four portfolios will be scrutinised in the morning and four in the afternoon. The Groups will gather evidence from portfolio holders on all of the themes/areas of questioning; these are:-

- Strategy and Capital Investment

- Engagement
- Performance, Standards & Targets
- Sustainability, Deliverability and Implementation

2.2.2 Each Member Group will have a graduate trainee to act as a facilitator and a Lead Member who, together, will ensure that the Group covers its questions thoroughly in the time allocated. Key question's Members may wish to pursue under each of the above themes is attached at Appendix 2 to the report. As in previous IPP scrutinies, the questions are a guide for Members, who will not be precluded from asking other questions.

2.2.3 The eight Member evidence groups will look at Executive Member portfolios:-

Morning session

- Children's Services
- Community Safety and Waste Management
- Highways
- Public Health, Localism and Libraries

Afternoon session

- Adult Care & Health
- Enterprise, Education and Skills
- Environment, Planning and Transport
- Resources and Performance

2.2.4 Each of these will be supported by the relevant Executive Member a chief/senior service officer and a senior finance officer.

2.2.5 This approach will enable the Member Groups to concentrate on all aspects of a particular portfolio rather than on one theme as in previous years.

2.2.6 At the end of the evidence gathering process the session will close with the Committee reconvening at 10.00am on Wednesday, 3 February 2016.

2.2.7 During the intervening period the Scrutiny Officer and the Democratic Services Officer will meet with group facilitators; subsequent to which they will prepare a draft report for the Committee to consider when it reconvenes on 3 February 2016. (It is anticipated that this report will be circulated to Members by 29 January 2016).

### 2.3 Wednesday, 3 February 2016

2.3.1 The Committee will reconvene at 10.00am on Wednesday, 3 February 2016 in the Council Chamber. Members will be asked to agree their suggestions to Cabinet.

### 3. **Suggestions to Cabinet**

3.1 The Committee's suggestions will then be reported to Cabinet for consideration at its meeting on 22 February 2016. Cabinet will make suggestions to the Council on 23 February 2016, when the Council's Integrated Plan 2016/17 – 2019/20 will be agreed.

3.2 Responses to any requests for information and scrutinies proposed as a result of the IPP scrutiny will be considered by the Committee at its meeting on 20 April 2016.

### 4. **Supporting Appendices**

4.1 Appendices attached to this report are as follows:-

- Appendix 1 Programme for 27 January and 3 February 2016
- Appendix 2 Themes & Questions
- Appendix 3 Focus areas for Member Groups (including key issues paper presented to the Committee at its December meeting)
- Appendix 4 Allocation to Member Groups, Group Leads, Facilitators, Room Allocation
- Appendix 5 Finance Briefing Papers for:
  - Appendix 5(a) - Adult Care & Health
  - Appendix 5(b) - Children's Services
  - Appendix 5(c) - Community Safety & Waste Management
  - Appendix 5(d) - Enterprise, Education & Skills
  - Appendix 5(e) - Environment, Planning & Transport
  - Appendix 5(f) - Highways
  - Appendix 5(g(a) & 5(g(b)) - Public Health, Localism & Libraries
  - Appendix 5(h) - Resources & Performance

### Background Information

Agenda, reports and minutes, Overview & Scrutiny Committee, April 2015, June 2015, October 2015 and December 2015

