

HERTFORDSHIRE COUNTY COUNCIL
OVERVIEW AND SCRUTINY COMMITTEE
FRIDAY, 2 SEPTEMBER 2016 AT 10.00AM

Agenda Item No.

3

**SCRUTINY OF THE INTEGRATED PLAN PROPOSALS 2017/18 AND
FUTURE YEARS**

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 (IP) proposals 2017/18 and future years and to seek the Committee's approval of the single pack approach (attached as Appendices 1 and 2 to the report).

2. Summary

- 2.1 As agreed by the Committee in April 2016, the Committee will adopt a similar process as was undertaken for its scrutiny of the IP earlier this year, with a few refinements to reflect the feedback received on the scrutiny from both Members and officers. The primary difference (agreed by the Committee in June 2016) will be that members will receive one set of IP papers for both scrutiny and panels.

2.2 Tuesday 20 December 2016

The Chief Finance Officer will attend the Overview & Scrutiny Committee meeting on 20 December 2016 to provide Members with an authority wide presentation covering resources, pressures, and key issues in advance of the Committee's scrutiny. The Portfolio holder for Resources & Performance attends this Committee meeting.

2.3 Thursday 26 January 2017

- 2.3.1 In advance of the Committee, member groups will meet earlier at 8.15 a.m. to agree with the IPP Group Chair the approach to the Group's work including any key lines of enquiry, specific questions and particular areas of focus. The Committee meeting will start at 9.00 a.m. in the Council Chamber. 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 Chief Finance Officer, 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. Members (including non-committee Members who attend) will be allocated to one of four groups, each based in a separate room. Each Member Group will focus on two portfolio areas: one in the morning and a second in the afternoon. The Groups will gather evidence on the strategic direction and financial consequences outlined in the IP papers. Evidence from Portfolios will address the following areas:

Key Objectives for the portfolio over the period for 2017/18 – 2019/20

- Key pressures and challenges facing the portfolio 2017/18 – 2019/20
- Key projects/programmes that the portfolio will deliver 2017/18 – 2019/20
- Benchmarking and other information used in setting Strategic Direction and assessing service outcomes
- Key Savings proposals and impact
- The key risks, mitigations and resilience plans

2.3.2 Each Member Group will have a Chairman and a graduate management trainee. Together they will ensure that the Group covers its investigation of the portfolio area thoroughly in the time allocated. An outline of the responsibilities for each role is attached as Appendices 3 and 4 to the report

2.3.3 The Council's service areas will be divided into 8 groups with a different Chairman for each session. The Groups will be based on the portfolios of Executive Members:-

- Adult Care & Health
- Children's Services
- Community Safety & Waste Management
- Enterprise, Education & Skills
- Environment, Planning & Transport
- Highways
- Public Health & Localism
- Resources & Performance

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

2.3.5 Each Member Group will also be provided with a pro-forma to collate the information gathered. An example is attached as Appendix 5 to the report.

2.3.6 A mid-morning and mid-afternoon break for all participants will be built into the programme.

2.3.7 At the end of the evidence gathering process the session will close with the Committee reconvening at 10.00am on Thursday, 2 February 2017.

2.3.8 In the intervening period the Scrutiny Officer and the Democratic Services Officer will meet with graduates, subsequent to which they will prepare a draft report for the Committee to consider when it reconvenes on 2 February 2017. (It is anticipated that this report will be circulated to Members by the close of play 27 January 2017).

2.4 Thursday, 2 February 2017

2.4.1 The Committee will reconvene at 10.00 a.m. on Thursday, 2 February 2017 in the Council Chamber. Members will be asked to agree their Suggestions to Cabinet.

2.4.2 The Committee's suggestions will then be reported to Cabinet for consideration at its meeting on 20 February 2017. Cabinet will make recommendations to the Council on 21 February 2017, when the Council's Integrated Plan 2017/18 and future years will be agreed.

2.4.3 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 28 March 2017.

3. Recommendations

- 3.1 1. That the Committee approves the proposals for its scrutiny of the integrated plan 2017/18 and future years set out in the report.
2. That the single IP Pack approach, be agreed (attached as Appendices 1 and 2 to the report).

Background Information

Agenda, reports and minutes, Overview & Scrutiny Committee, April 2015

Agenda, reports and minutes, Overview & Scrutiny Committee, June 2015

Agenda, reports and minutes, Overview & Scrutiny Committee, September 2015

Agenda, reports and minutes, Overview & Scrutiny Committee, December 2015

Minutes of the Overview & Scrutiny Committee June 2016

