

Committee: **Community Services Scrutiny Committee**  
 Date of meeting: **5<sup>th</sup> December 2019**  
 Report Subject: **Forward Work Programme: 16<sup>th</sup> January 2020**  
 Portfolio Holder: **Cllr Garth Collier, Deputy Leader / Executive Member Environment**  
 Report Submitted by: **Cllr Joanna Wilkins, Chair of the Community Services Scrutiny Committee**

Reporting Pathway								
Directorate Management Team	Corporate Leadership Team	Portfolio Holder / Chair	Audit Committee	Democratic Services Committee	Scrutiny Committee	Executive Committee	Council	Other (please state)
x	x	23.11.19			05.12.19			

1. **Purpose of the Report**
  - 1.1 To present to Members the Community Services Scrutiny Committee Forward Work Programme for the Meeting on 16<sup>th</sup> January 2020 for discussion and to update the Committee on any changes.
  
2. **Scope and Background**
  - 2.1 The Scrutiny Work Programmes are key aspects of the Council's planning and governance arrangements and support the requirements of the Constitution.
  - 2.2 The topics set out in the Forward Work Programme link to the strategic work of the Council as identified by the Council's Corporate Plan, corporate documents and supporting business plans. Effective work programmes are essential to ensure that the work of scrutiny makes a positive impact upon the Council's delivery of services.
  - 2.3 The Committee's Forward Work Programme was agreed in June 2019, recognising the fluidity of the document to enable the Committee to respond to urgent and emerging issues, and included timescales when reports will be considered by the Committee. The work programme is managed and implemented by the Scrutiny and Democratic Officer under the direction of the Chair and Committee.
  - 2.4 The forward work programme for the forthcoming meeting will be presented to Committee on a 6 weekly cycle in order that Members can consider the programme of work; request information is included within the reports, as appropriate and / or make amendments to the work programme.
  
3. **Options for Recommendation**
  - 3.1 **Option 1:** The Scrutiny Committee consider the Forward Work Programme for the meeting 16<sup>th</sup> January 2020, and
    - Make any amendments to the topics scheduled for the meetings;

- Suggest any additional invitees that the committee requires to fully consider the reports; and
- Request any additional information to be included with regards to the topics to be discussed.

3.2 **Option 2:** The Scrutiny Committee agree the Forward Programme for the meeting 20<sup>th</sup> January 2020, as presented.

**Background Documents /Electronic Links**

- Appendix 1 – Forward Work Programme – Meeting on 16<sup>th</sup> January 2020