

Committee: **Education and Learning Scrutiny Committee**  
 Date of meeting: **3<sup>rd</sup> November 2020**  
 Report Subject: **Forward Work Programme: 15<sup>th</sup> December 2020**  
 Portfolio Holder: **Cllr Joanne Collins, Executive Member Education**  
 Report Submitted by: **Cllr Haydn Trollope, Chair of the Education and Learning 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                         | 19.10.20                 |                 |                               | 03.11.20           |                     |         |                      |

1. **Purpose of the Report**
  - 1.1 To present to Members the Education and Learning Scrutiny Committee Forward Work Programme for the Meeting on 15<sup>th</sup> December 2020 for discussion and agreement.
  
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 revised Corporate Plan, corporate documents and supporting business plans.
  - 2.3 Effective work programmes are essential to ensure that the work of scrutiny makes a positive impact upon the Council's delivery of services.
  - 2.4 The Committee's Forward Work Programme was agreed in September 2020, 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.
  - 2.5 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 15<sup>th</sup> December 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 15<sup>th</sup> December 2020, as presented.

**Background Documents /Electronic Links**

- Appendix 1 – Forward Work Programme – Meeting on 15<sup>th</sup> December 2020