

## COMMISSION'S WORK PROGRAMME AND CABINET FORWARD PLAN

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### What is the Commission being asked to do?

The Commission is asked to

- (i) note this update on the Work Programme as a whole;
- (ii) identify any topics from the Cabinet Forward Plan that require review by the Commission at a future meeting, ahead of any item scheduled for consideration by Cabinet; and
- (iii) note the current position with regard to the Task and Finish Groups.

### Task and Finish Groups

The Commission is permitted (under the Constitution) to establish four Task and Finish Groups at any one time (not including joint Task and Finish Groups). The current position is that two Task and Finish Groups are established, namely:

- Local Plan – Saunderton Area Action Plan Task and Finish Group

Members have been briefed by officers on the Area Action Plan at an initial briefing that took place in August. There is planned meeting of the Task and Finish Group with Parish Councillors from the relevant Parishes (Bradenham and Bledlow-cum-Saunderton). Similarly a meeting of the Group with the representatives of the Molins Action Group is planned.

A Public Meeting of the Group has been scheduled for Wednesday 7 October 2015 at 7pm at the Clare Foundation at Saunderton.

From the above evidence gathering, the Group will make its recommendations direct to Cabinet, the Commission membership will of course be kept copied in on these.

- Budget Task and Finish Group (Phase 1 Strategic Review of Budget)

The Budget Task and Finish Group has been set up this municipal year on a two phase basis. The initial phase currently meeting is in respect of 'Strategic Review of the Budget'. This Group plans to make recommendations which would be made to Cabinet for inclusion in the Budget preparation for 2016-17.

Phase 2 being a scrutiny of the emerging Budget, this phase to occur November/December 2015 as the budget is formulated.

Phase 1 of the Budget Task and Finish Group met initially on **Monday 6<sup>th</sup> July 2015**; a meeting at which they received a comprehensive Overview of Local Government Finance given by the Head of Finance and Commercial Services.

At this initial meeting the potential key themes of this first phase of scrutiny were agreed:

- Fees and charges
- Business rates; and
- Major projects.

To this end, the Group took a tour of the major project sites (including a visit on site at Handy Cross) which proved invaluable for Group members to envisage the Major Projects Strategy of the Council.

The Group visited the Handy Cross Hub development and took a tour of the other major project sites within the District, including:

- The Athletics Track at Little Marlow;
- Globe Park, Marlow;
- Wycombe Air Park;
- Buckmaster Road;
- Cressex Island;
- Cressex Business Park;
- Baker Street (Desborough Area Renewal – ‘DARE’) and
- Hughenden Quarter.

A subsequent Group meeting to which the Heads of Community & Environment would be invited to consider the fees and charges and finances of those services has been organised.

This is then to be followed by a final meeting to draw up the Groups recommendations for onward referral to the Commission on 11 November 2015 quickly followed by referral to Cabinet on 16 November 2015.

### **Proposing new Review Topics**

If at any time Commission Members wish to suggest further topics for the Commission’s consideration then please complete and return the new Work Programme Suggestion Form (**Appendix C**) to the Democratic Services section.

### **Scrutiny Work Programme**

For items coming to meetings of the Commission that are not the subject of a Task and Finish Group, please see the table in **Appendix A**, the current active Task and Finish Groups are also featured in this document in the Gantt chart at the end.

### **Cabinet Forward Plan**

The Commission is also asked to consider the draft Cabinet Forward Plan published on 20 August 2015 (**Appendix B**). The purpose of submitting the Forward Plan to the Commission; is so that Members can review forthcoming items and highlight any reports that the Commission would like to review ahead of Cabinet consideration.

