

Report For:	Improvement & Review Commission
Meeting Date:	13 March 2019
Part:	Part 1 - Open
If Part 2, reason:	N/A

**SUMMARY**

<b>Title of Report:</b>	<b>COMMISSION'S WORK PROGRAMME AND CABINET FORWARD PLAN</b>
Officer Contact: Direct Dial: Email:	Catherine Whitehead (Head of Democratic, Legal & Policy Services) 01494 421980 Catherine.whitehead@wycombe.gov.uk
What is the Commission being asked to do?	The Commission is asked to: <ul style="list-style-type: none"> <li>i) Note the update on the Work Programme;</li> <li>ii) Identify any topics from the Cabinet Forward Plan that require review by the Commission as a future meeting, ahead of any item scheduled for consideration by Cabinet: and</li> <li>iii) Note the current position with regards to the Task and Finish Groups.</li> </ul>
Executive Summary	To consider the scheduled work of the Improvement and Review Commission and to discuss any suggestions for the work programme.
Sustainable Community Strategy/Council Priorities - Implications	Risk: N/A Equalities: N/A Health & Safety: N/A
Monitoring Officer/ S.151 Officer Comments	<b>Monitoring Officer:</b> There are no apparent legal implications.  <b>S.151 Officer:</b> No direct financial implications.

Consultees:	<b>None.</b>
Options:	<b>To not consider the report.</b>
Next Steps:	<b>None</b>
Background Papers:	<b>None</b>
Abbreviations:	<b>IRC - Improvement and Review Commission TFG - Task and Finish Group</b>

Appendices to this report are as follows:

Appendix A - Completed Work Programme Suggestion Form

Appendix B - Example Work Programme Suggestion Form and Guidance

Appendix C - IRC Work Programme

Appendix D - Cabinet Forward Plan

## **1 Task and Finish Groups**

- 1.1 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 regarding the established Task and Finish Groups are as follows:

- **Parking Task and Finish Group**

A number of volunteers have been received and after the Chairman and Vice-Chairman for the TFG are confirmed an initial scoping meeting will be arranged.

- **Joint Waste Contract Task and Finish Group**

A completed work programme suggestion form has been received and is attached to this report (**Appendix A**). Volunteers for the TFG are required.

### **Proposed new Review Topics**

- 1.2 If at any time Commission Members wish to suggest further topics for the Commission's consideration then please complete and return the Work Programme Suggestion Form (**Appendix B**) to the Democratic Services section for consideration at a future meeting of the Commission.

### **Scrutiny Work Programme**

- 1.3 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 C**), the current active Task and Finish Groups are also featured in the Gantt chart at the end.

### **Cabinet Forward Plan**

- 1.4 The Commission is also asked to consider the Cabinet Forward Plan (**Appendix D**). 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 consider ahead of Cabinet consideration.