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**WORK PROGRAMME 2013/14 – Information Governance inquiry**

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**Purpose of the Report**

1. To confirm membership of the Committee's task and finish inquiry into Information Governance, following a change of Committee membership which took place in September 2013, and to consider the scope of the Inquiry.

**Background**

2. The Council's Constitution states that each Scrutiny Committee will set its own work programme for the forthcoming year (Scrutiny Procedure Rule 7). The Committee is tasked with constructing a work programme for the year ahead that ensures the time available to the Committee is used most effectively by considering items in a timely fashion that maximise the impact of scrutiny.
3. This Committee approved its work programme at its meeting on 12 September 2013. At that point two task and finish inquiries were agreed, to cover Information Governance and Public Engagement. The former of these would commence in November 2013, reporting in Spring 2014. The Committee is also leading on the next stage of the Local Development Plan inquiry, and the resulting report is being considered at Agenda Item 8. The Deposit Local Development Plan inquiry report recommends establishing a further stage to the LDP cross-committee inquiry to consider the implications of section 106 and Community Infrastructure Levy funding. This would also report to this Committee and is likely to be held in early 2014.
4. Two of these inquiries will be supported by the Principal Scrutiny Officer. Resources for a third task group will be subject to discussion and agreement by

the Scrutiny Chairs Liaison Forum and the Operational Manager, Scrutiny Services.

### **Legal Implications**

5. The Scrutiny Committee is empowered to enquire, consider, review and recommend but not to make policy decisions. As the recommendations in this report are to consider and review matters there are no direct legal implications. However, legal implications may arise if and when the matters under review are implemented with or without any modifications. Any report with recommendations for decision that goes to Cabinet/Council will set out any legal implications arising from those recommendations. All decisions taken by or on behalf of the Council must (a) be within the legal powers of the Council; (b) comply with any procedural requirement imposed by law; (c) be within the powers of the body or person exercising powers of behalf of the Council; (d) be undertaken in accordance with the procedural requirements imposed by the Council e.g. Scrutiny Procedure Rules; (e) be fully and properly informed; (f) be properly motivated; (g) be taken having regard to the Council's fiduciary duty to its taxpayers; and (h) be reasonable and proper in all the circumstances.

### **Financial Implications**

6. The Scrutiny Committee is empowered to enquire, consider, review and recommend but not to make policy decisions. As the recommendations in this report are to consider and review matters there are no direct financial implications at this stage in relation to any of the work programme. However, financial implications may arise if and when the matters under review are implemented with or without any modifications. Any report with recommendations for decision that goes to Cabinet/Council will set out any financial implications arising from those recommendations.

## **RECOMMENDATIONS**

The Committee is recommended to:

- i. Agree membership of the Information Governance task and finish inquiry
- ii. Agree a direction for the Inquiry scope.

**MARIE ROSENTHAL**

County Clerk and Monitoring Officer (Democratic Services)

23 October 2013