

**Purpose**

**To consider the Committee's work programme for the 2019/20 municipal year.**

**1 Background**

- 1.1 The Constitution, at Part 4, Section C paragraph 6 requires the Committee to develop a work programme. This would normally be set at the last meeting of a municipal year, for the subsequent municipal year.
- 1.3 The Committee is scheduled to meet on the following dates in 2019/20:
- 3<sup>rd</sup> July 2019
  - 4<sup>th</sup> September 2019
  - 27<sup>th</sup> November 2019
  - 29<sup>th</sup> January 2020
  - 18<sup>th</sup> March 2020
- 1.4 The work programme is developed through the year, to meet new demands and changing circumstances and the Committee will be expected to review its work programme from time to time and make amendments as required.
- 1.5 One of the tasks given to the Committee is to carry out pieces of work requested by the Council and/or the Executive.
- 1.6 The Committee agreed on 6 July 2016 (minute 9/PF refers) that reports at each meeting would, where possible, be themed to the areas covered by the Portfolio Holder attending that meeting.
- 1.7 In view of the Borough Elections on 2<sup>nd</sup> May 2019 and the requirement to appoint a new Executive at the Annual Council Meeting on 15<sup>th</sup> May 2019 it is proposed that the Performance and Finance Scrutiny Committee meeting scheduled for July 2019 focus on the following areas:
- End of Year Performance Report 2018/19
  - End of Year Finance Report
  - Task and Finish Groups
  - Committee Work Programme
- 1.8 The work programme attached as Annex A to this report sets out standing items that are to be considered by the Committee.

## **2 Resource Implications**

- 2.1 Subject to any decisions relating the work programme, there are no resource implications which have not already been factored in, with those mainly involving officer time.

## **3 Recommendations**

- 3.1 The Performance and Finance Scrutiny Committee is advised to:
- i. Consider the work programme for the 2019/20 municipal year, attached at Annex A
  - ii. Make suggestions as to subjects or areas that the Committee might wish to consider as part of the 2019/20 Work Programme.

Background Papers: None

Report Author Katharine Simpson 01276 707157  
e-mail: [katharine.simpson@surreyheath.gov.uk](mailto:katharine.simpson@surreyheath.gov.uk)

Service Head: Richard Payne 01276 707150