

Report by the Head of Corporate and Legal Services

Work Programme 2007/08

1.0 Summary

- 1.1 This report sets out an indicative programme for Policy and Strategy Committee for the period 2007/08.

2.0 Recommendations

- 2.1 Policy and Strategy Committee is recommended to:-

- (i) Agree the indicative programme for 2007/08 as set out in Annex A.
- (ii) Note that the work programme for the forthcoming year will be supplemented by other matters of policy and strategy in response to emerging issues as well as any matters referred to Committee by Development and Scrutiny.

3.0 Work Programme 2007/08

- 3.1 Under the Council's constitution Policy and Strategy Committee is charged with the following delegated functions:

- 1. To determine policy frameworks in relation to Council functions;
- 2. To agree all Council policies and strategies not reserved to Council;
- 3. To provide strategic direction to the executive committees in relation to all Council functions (except those reserved to Council, the Standards Committee, the Licensing Committee or the Planning and Regulatory Committee) and to monitor their performance within the framework set;
- 4. To exercise any function of the Council not delegated elsewhere or reserved to Council;
- 5. To commission, receive, consider and make decisions on reports received from other executive committees, statutory officers and the Returning Officer in relation to policy;
- 6. To commission and receive input from the Development and Scrutiny Committees in relation to policy development;
- 7. To resolve matters of common concern between executive committees;
- 8. To adopt masterplans or special planning guidance in relation respect of planning matters;
- 9. To follow the Council's appointment process for the recommendation to Council of the candidate for appointment of Head of Paid Service (Chief Executive);
- 10. To follow the Council's appointment process and appoint Corporate Director(s);
- 11. To determine matters in relation to Risk Management;

12. To exercise the Council's powers and duties in relation to the promotion and improvement of the economic, social and environmental wellbeing of the area;
 13. To determine policy and issues in relation to joint working and partnership working with local authorities, organisations, companies or similar bodies;
 14. To monitor and give direction on the performance of all services within its terms of reference.
- 3.2 In addition to the above, Policy and Strategy Committee monitor compliance with the Code of Corporate Governance and advise the Council, as appropriate.
- 3.3 Annex A attached to this report, sets out a draft work programme for the committee based on its policy, strategy and performance monitoring responsibilities. The work programme for the forthcoming year will inevitably be supplemented by matters arising from its core duties and responsibilities which at this stage cannot be anticipated, as well as any matters referred to Committee by Development and Scrutiny. For this reason, the work programme as set out in Annex A should be regarded as indicative.
- 3.4 Under the terms of the Constitution Planning and Regulatory Committee can advise this Committee on matters relating to planning policy and strategy. This may have implications for the work programme, as yet unspecified.
- 3.5 Members are reminded that Policy and Strategy Committee sits alongside Worthing Borough Council's Executive at periodic meetings called Simultaneous Executive Meetings (S.E.M.'s) to consider strategic issues of joint partnership working.

Local Government Act 1972

Background Papers:

None

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Appendix

1.0 Council Objective

1.1 This report does not relate to any specific Council Objective.

2.0 Specific Targets

2.1 This report does not relate to any specific targets.

3.0 Sustainability Issues

3.1 Matter considered and no issues identified.

4.0 Equality Issues

4.1 Matter considered and no issues identified.

5.0 Community Safety issues (Section 17)

5.1 Matter considered and no issues identified.

6.0 Human Rights Issues

6.1 Matter considered and no issues identified.

7.0 Financial Implications

7.1 Matter considered and no issues identified.

8.0 Legal Implications

8.1 Matter considered and no issues identified.

9.0 Consultations

9.1 Matter considered and no issues identified.

10.0 Risk assessment

10.1 Matter considered and no issues identified.

11.0 Health & Safety Issues

11.1 Matter considered and no issues identified.

12.0 Procurement Strategy

12.1 Matter considered and no issues identified.

13.0 Partnership Working

13.1 Matter considered and no issues identified.

POLICY AND STRATEGY COMMITTEE – DRAFT WORK PROGRAMME 2007/08

SUBJECT	TARGET DATE	LEAD OFFICER
Service and Financial Monitoring	Quarterly	All Directors
CenSus Partnership Progress Reports	As Required	CE / Director of Resources
Statement of Accounts	June 2007	Director of Resources
Corporate Governance Statement of Assurance	June 2007	Director of Resources
Shoreham Harbour	July 2007	Head of Planning & Community
Medium Term Financial Strategy	July 2007	Director of Resources
Corporate and Financial Overview (V1)	July 2007	Director of Resources
Corporate and Financial Overview	October 2007	Director of Resources
Capital Programme	October 2007	Director of Resources
Economic Regeneration	October 2007	Head of Planning & Community
Children's Act – Action Plan	October 2007	Head of Planning & Community
Site Allocations Document - Consultation	October 2007	Head of Planning & Community
Local Area Agreement	December 2007	Head of Planning & Community
Sports Strategy	December 2007	Head of Planning & Community
Budget 2007/08	January 2008	Director of Resources
Transport and Highways	January 2008	Head of Planning & Community
Site Allocations Document – Preferred Options	March 2008	Head of Planning & Community
Annual Audit Letter	March 2008	Director of Resources
Corporate Governance – Statement of Assurance	March 2008	Director of Resources