

## **14. Policy and Resources Committee Work Programme 2011/2012**

### **Purpose of report**

1. To put forward a draft work programme for the coming year for the Policy and Resources Committee to consider and amend as appropriate, prior to approval.
- 

### **Recommendation**

***The Clerk recommends that the Policy and Resources Committee approves the attached draft work programme for 2011/12.***

### **Introduction and Background**

2. The Authority agreed a new Committee structure in September 2010, which incorporated the new Policy and Resources Committee in replacement of the previous Budget Committee and Best Value Policy and Performance (BVPP) Committee to ensure a more integrated approach between finance and policy.
3. It was also agreed at the Authority meeting on 28 September, that: *'Members approve the work programme for each Committee'*. Following on from this resolution, Officers have drafted a work programme for discussion by and input from Committee Members.

### **Draft Work Programme 2011/2012**

4. The draft is attached at Appendix 1 and takes the Committee up to the end of this financial year in March 2012. The programme incorporates those items that sit within the responsibilities as set out in the terms of reference for the Policy and Resources Committee.
5. The work programme is not intended to be prescriptive and it is envisaged that an element of flexibility will be retained so that additional items can be included as issues arise throughout the year. Any future changes to the work programme would be brought to the Committee for approval.

### **Conclusion/Summary**

6. The Authority previously agreed that Members should approve the work programme for each Committee as set out in the Committee structure that was approved in September 2010. A draft programme for 2011/12 for the Policy and Resources Committee has been drafted by Officers and is put forward for consideration to provide an opportunity for Members to have an input into the planned work of the Committee.

## Financial Considerations

Consideration	Yes/No	Reference in Report i.e. paragraph no.
There are financial issues that require consideration	No	

## Legal Considerations

Consideration	Yes/No	Reference in Report i.e. paragraph no.
There are legal issues e.g. contractual and procurement, reputational issues that require consideration	No	

## Additional Considerations

7. The table below sets out any additional issues arising from the proposals contained in this report and identifies the relevant paragraphs in the report where such issues are addressed.

Consideration	Yes/No	Reference in Report i.e. paragraph no.
<b>Resources</b> (e.g. Assets, ICT, Human Resources, Training & Development, Sustainability).	No	
<b>Strategic Policy Links</b> (e.g. IRMP, Authority Plan, Equality & Diversity, Partnerships, Environmental Impact).	No	
<b>Risk Management / Health &amp; Safety</b> (e.g. risk management and control measures, risk register score).	No	
<b>Consultation with Representative Bodies</b>	No	

## Supporting Information

Appendix 1 – Draft Work Programme 2011/2012

### Contact Officer

Anne Brown, Clerk to the Authority  
0845 12 24454  
Email: [abrown@hwfire.org.uk](mailto:abrown@hwfire.org.uk)