

BOROUGH OF KETTERING

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Report Originator	Senior Management Team Martin Hammond Deputy Chief Executive	<i>Fwd Plan Ref No:</i> N/A	
Wards Affected	All	28 th January 2014	
Title	TASK AND FINISH GROUPS		

1. PURPOSE OF REPORT

The report sets out the draft terms of reference for the proposed member task and finish groups for consideration by the committee.

2. INFORMATION

2.1 At its meeting of 25 September 2013, Council identified an issue for inclusion on the Committee's work programme as a Task and Finish Group. (Appendix A)

- Payday Loans and Finance

2.2 At its meeting of 3 December 2013, the Research and Development Committee identified an issue for inclusion on the Committee's work programme as a Task and Finish Group.

13.RD.21 - *Members requested the formation of a Task and Finish Group on the topic of the impact and implications of High Speed Two (HS2) and rail services in the borough.*

- The Impact and implications of High Speed Two (HS2) and rail services in the Borough

Task and finish groups work well when they:

- Have clear and focussed terms of reference;
- Tap into expertise, both internal and external to the Council i.e. partners;
- Are focussed in terms of timescale i.e. have a clear start and finish date;
- Focus on the key issues that will bring the greatest benefit / outcomes;
- Result in an action plan that is clear, achievable and affordable;
- Identify actions for the short, medium and long-term.

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- 2.3 The draft terms of reference for both have been included as Appendix B. Member's views are invited on the draft terms of reference.
- 2.4 The membership of the Task and Finish Groups has been explored during the interim period and where volunteers have come forward, their names have been included in the terms of reference
- 2.5 It is suggested that a Deputy Chief Executive and Head of Service will provide senior officer support to each of the task and finish groups. Other officers, partners and experts witnesses may also be indentified and invited to provide information, as and when appropriate.

3. CONSULTATION AND CUSTOMER IMPACT

- 3.1 The work of the task and finish groups and their resulting action plans have the potential to make a significant and positive impact on the future prosperity of the borough.

4. POLICY IMPLICATIONS

- 4.1 None at this stage.

5. USE OF RESOURCES

- 5.1 None at this stage.

6. RECOMMENDATION

Members consider, comment on, and agree the draft terms of reference for the proposed member task and finish groups.

Background Papers:

Title of Document: N/A
Date:
Contact Officer: Martin Hammond

Previous Reports/Minutes:

Ref: N/A
Date: