

Scrutiny Committee

Work Programme 2016-2017

Terms of Reference of the Committee

- To meet at regular intervals to review the policies, process and implications of Cabinet, Cabinet Member, Locality Panel and Officer decision making and the way in which Cabinet and Cabinet Member decisions are made;
- To consider requests for “Call-in” as defined in the Council’s “Call-in” Procedure;
- To refer decisions back to Cabinet (or the decision maker) for reconsideration. It may do this once for any individual decision, after which if there is no agreement the decision will be referred to the full Council for determination;
- To refer Cabinet, Cabinet Member and Locality Panel decisions to the relevant Overview and Scrutiny Committee for investigation without delaying the implementation of the decision concerned;
- To receive a report by the Leader of the Council at its first meeting after each Annual Council Meeting (or at such a meeting as is agreed by the Chair of the Committee and the Leader of the Council) on the service issues for the year ahead, the Leader of the Council’s priorities for the coming year and on the Council’s performance in the previous year;
- To oversee the arrangements for Overview and Scrutiny within the Council, including determining (i) where matters fall within the remit of more than one Overview and Scrutiny Committee which of those Committees will assume responsibility for any particular issue, (ii) a system to ensure that referrals from Committees to the Cabinet, either by way of report or for reconsideration are managed efficiently and do not exceed any limits set out in the Council’s Constitution, and (iii) in the event of reports to the Cabinet exceeding any limits in this Constitution or if the volume of such reports creates difficulty for the management of Cabinet business or jeopardises the efficient running of Council business, at the request of the Cabinet to make decisions about the priority of referrals made.
- To carry out any investigation into the business and functions of the Council and to call in any Cabinet Member or senior officer of the Council so that they can offer advice, support or answer any question that will assist the Committee in carrying out its functions.
- To carry out an external scrutiny function, particularly in relation to corporate issues and issues falling into the remit of a number of Overview and Scrutiny Committees.

To fulfil all the functions of an overview and scrutiny committee as they relate to –

- The review, scrutiny and development of policy recommendations,
- The management of performance,
- The monitoring of progress towards delivering corporate priorities,
- The formulation of advice for the Cabinet, Council and other partners and stakeholders, and
- Strategies to reduce or prevent Crime and Disorder.

To have specific responsibility (but not limited to)

- Good governance and the operation of Law and Democratic Services and
- The Budget Scrutiny function.

Review of the Work Programme

The work programme will be reviewed at every meeting of the Scrutiny Committee to ensure that it remains relevant, to ensure that Members and Officers have sufficient capacity to deliver the work programme and to include any additional items on the work programme, if appropriate.

To assist members in developing the Committee’s work programme, a copy of the current Cabinet Work Programme and Forward Plan, for the period 20th May 2016 to 20th May 2017, is attached at Appendix 2

Contact details

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20th June 2016		
Item	Objectives	Witnesses
Leader of the Council update	To receive a half yearly update from the Leader of the Council on the performance of the Council, to receive details of any major issues or problem areas and to review progress against priorities set out in annual presentation.	Councillor David Renard
Work Programme 2016/17	To discuss and agree upon a rolling work programme for the 2016/17 municipal year	n/a
Review of Cabinet Decisions	To receive the decisions taken and the process taken in making those decisions of Cabinet	Cabinet

18th July 2016		
Item	Objectives	Witnesses
Review of Cabinet Decisions	To receive the decisions taken and the process taken in making those decisions of Cabinet	Cabinet

8th August 2016		
Item	Objectives	Witnesses
Cabinet Member Q&A – Cabinet Member for Adult's Health and Social Care	To review the portfolio and performance of the Cabinet Member for Adult's Health and Social Care.	Councillor Brian Ford

12th September 2016		
Item	Objectives	Witnesses
Cabinet Member Q&A – Cabinet Member for Strategic Planning	To review the portfolio and performance of the Cabinet Member for Strategic Planning	Councillor Toby Elliott
Review of Cabinet Decisions	To receive the decisions taken and the process taken in making those decisions of Cabinet	Cabinet

10th October 2016		
Item	Objectives	Witnesses
Cabinet Member Q&A – Cabinet Member for Economy, Regeneration and Skills	To review the portfolio and performance of the Cabinet Member for Economy, Regeneration and Skills	Councillor Garry Perkins

24th October 2016		
Item	Objectives	Witnesses
Cabinet Member Q&A – Cabinet Member for StreetSmart	To review the portfolio and performance of the Cabinet Member for Cabinet Member for StreetSmart	Councillor Keith Williams
Review of Cabinet Decisions	To receive the decisions taken and the process taken in making those decisions of Cabinet	Cabinet

21st November 2016		
Item	Objectives	Witnesses
Leader of the Council update	To receive a half yearly update from the Leader of the Council on the performance of the Council, to receive details of any major issues or problem areas and to review progress against priorities set out in annual presentation.	Councillor David Renard

12th December 2016		
Item	Objectives	Witnesses
Cabinet Member Q&A – Cabinet Member for Communities	To review the portfolio and performance of the Cabinet Member for Communities	Councillor Mary Martin
Cabinet Member Q&A – Cabinet Member for Sustainability, Highways and Transport	To review the portfolio and performance of the Cabinet Member for Sustainability, Highways and Transport	Councillor Dale Heenan
Review of Cabinet Decisions	To receive the decisions taken and the process taken in making those decisions of Cabinet	Cabinet

9th January 2017		
Item	Objectives	Witnesses
Cabinet Member Q&A – Cabinet Member for Finance and Corporate Services	To review the portfolio and performance of the Cabinet Member for Finance and Corporate Services	Councillor Russell Holland
Budget Scrutiny	To review the Budget proposals for 2017-18.	

13th February 2017		
Item	Objectives	Witnesses
Cabinet Member Q&A – Cabinet Member for Housing and Homelessness	To review the portfolio and performance of the Cabinet Member for Housing and Homelessness	Councillor Oliver Donnachie
Review of Cabinet Decisions	To receive the decisions taken and the process taken in making those decisions of Cabinet	Cabinet

20th March 2017		
Item	Objectives	Witnesses
Cabinet Member Q&A – Cabinet Member for Finance and Corporate Services	To review the portfolio and performance of the Cabinet Member for Finance and Corporate Services	Councillor Russell Holland
Cabinet Member Q&A – Cabinet Member for Children's Services	To review the portfolio and performance of the Cabinet Member for Children's Services	Councillor Fionuala Foley
Review of Cabinet Decisions	To receive the decisions taken and the process taken in making those decisions of Cabinet	Cabinet

2nd May 2017		
Item	Objectives	Witnesses
Review of the 2016/17 Municipal Year		
Review of Cabinet Decisions	To receive the decisions taken and the process taken in making those decisions of Cabinet	Cabinet

Date to be agreed		
Item	Objectives	Witnesses
Averies Task Group Final Report	To receive the final report of the Task Group and make appropriate recommendations to the Cabinet and Council	Task Group Members