

REPORT TO: SCRUTINY COMMITTEE

DATE: 13 JULY 2021

TITLE: SCRUTINY COMMITTEE WORK PLAN 2021/22

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RECOMMENDED that the Committee:

- A** Approves the draft work plan attached as Appendix A to the report, subject to the addition of additional topics following discussion with the Leader.
- B** Notes the topic submission forms attached as Appendix B to the report.

BACKGROUND

1. The Scrutiny Committee approves its work plan at the first Committee meeting of the municipal year. It then has the opportunity to update its work plan at subsequent meetings in line with the Cabinet-Scrutiny Protocol
2. As set out in the protocol submission forms need to be submitted 28 days before the first meeting. These are then considered by the Senior Management Board who put together a draft work plan, which is then considered by the Chair and Vice Chair of the Committee.
3. The Protocol also sets out that the Leader of the Council will be invited to the Committee's first meeting each year. This allows the Leader to set out their priorities for the following year along with areas they think the Committee's input would be beneficial. The Committee then has the opportunity to ask questions of the Leader and to identify areas it may wish to have pre-scrutiny of.
4. The Committee is invited to note the Cabinet Forward Plan (attached as Appendix C to the report) to aid its discussion with the Leader. As there has been a change in administration the Corporate Plan has not been included this year. In subsequent years the revised Corporate Plan will be included for the Committee's consideration.

ISSUES/PROPOSALS

5. In line with the process set out in paragraph 2 above, the draft work plan (attached as Appendix A to the report) has been produced. The Committee is

invited to consider and approve this work plan in light of the review submission forms (attached as Appendix B to the report).

6. The Committee are also invited to consider items which may be included for pre-scrutiny following discussions with the Leader and consideration of the Forward Plan. Consideration should be given to the type of pre-scrutiny that the item needs, for example, light touch or in depth, as well as any SMART objectives which would be relevant for the item.
7. There are a number of items which are due to be considered by the Cabinet Policy Development Working Group and it is recommended that the Scrutiny Committee avoids duplicating work carried out by the Working Group. A copy of the Working Group's work plan is attached as Appendix D.

IMPLICATIONS

Environment and Planning (Includes Sustainability)

None specific.

Author: Andrew Bramidge, Head of Environment and Planning

Finance (Includes ICT, and Property and Facilities)

None specific.

Author: Simon Freeman, Head of Finance and Deputy to the Chief Executive

Housing

None specific.

Author: Andrew Murray, Head of Housing

Community Wellbeing

None specific.

Author: Jane Greer, Head of Community Wellbeing

Governance (Includes HR)

None specific.

Author: Simon Hill, Head of Governance

Appendices

Appendix A – Draft Scrutiny Committee Work Plan

Appendix B – Scrutiny Committee Review Topic Submission Forms

Appendix C – Cabinet Forward Plan

Appendix D – Cabinet Policy Development Working Group Work Plan

Background Papers

None.

Glossary of terms/abbreviations used

SMB – Senior Management Board