

Agenda Item No:

Report No:

Report Title: **Scrutiny Committee Annual Report 2006/07 and Work Programme 2007/08**

Report To: **Council**

Date: **26 September 2007**

Wards Affected: **All**

Report By: **Scrutiny Committee, Chair – Councillor E E J Russell**

Contact Officer: **David Feintuck, Scrutiny Secretary**

Purpose of Report:

To inform Council of the Scrutiny Committee's activities for the municipal year 2006/07 and to seek approval of its work programme for 2007/08.

Committee Recommendation:

- 1 To note the Report and agree the Scrutiny Committee's work programme for 2007/08 as set out in Appendix 2.
-

Reasons for Recommendations:

- 1 To meet the requirement of the Council's Constitution with regard to the Scrutiny Committee Annual Report, including any recommendations for amended working practices if appropriate (Article 6, Paragraph 6.3e), and the preparation, execution and adjustment of the Work Programme (Article 6, Paragraph 6.3f).

Information

- 1 The Scrutiny Committee met six times during the municipal year 2006/07.
- 2 The Scrutiny Committee additionally met as a Call-In Panel to discuss a proposed grant to Dove 2000 Limited and its recommendations were accepted by Cabinet (Minute 135).
- 3 The Committee's work programme, as agreed by Council on 27 September 2006 and subsequently updated regularly, is at Appendix 1.
- 4 Scrutiny Panels completed three Reviews during the period, namely:
 - Housing Benefits
 - Newhaven Fort
 - Partnerships

which were presented to Cabinet. Recommendations within were accepted to varying degrees and have led in some cases to ongoing work. The Committee thanks those councillors and officers who contributed to those reviews.

5 The Committee also considered aspects of other topics, namely:

- Councillors' IT
- Recycling and Waste Management
- Councillor Induction and Training
- Panel Councillor Nomination
- Communications

for which the Committee decided Scrutiny Reviews were not appropriate. The Committee again thanks those councillors and officers who assisted in those deliberations.

6 The Committee's Recommendations on Outside Consultant Mediation re-Council's priorities (Cabinet, Minute 96) and Keeping Backbench Councillors in the Picture (Council, Minute 181) were accepted.

7 The Committee also considered in the past year:

- The Service Budgets and Capital Programmes and the Housing Revenue Budgets 2007/08
- Risk Management issues
- The Chair of Council's Business Report
- The Council Plan
- Councillors' training requirements

8 In April 2007 councillors, Corporate Management Team officers and the chairs of the Area Partnerships were canvassed for suggestions for the Committee's Work Programme 2007/08. All new councillors received a 'suggested topic for review' form in a Scrutiny pack distributed following a training session in May 2007. Ongoing work and resultant proposed new work is detailed for Council's approval in the Committee's Draft Work Programme (Appendix 2) which has previously been submitted for comment to Cabinet and the Corporate Management Team.

Financial Appraisal

9 There are no direct financial implications as a result of this report

Environmental Implications

- 10** I have completed the Environmental Implications questionnaire. This report is exempt from the requirement because this is a progress report.

Risk Management Implications

- 11** I have completed a Risk Assessment in accordance with the Council's Risk Management methodology. The Council risks disadvantageous comment in a subsequent Comprehensive Performance Assessment should the statutory Scrutiny requirements placed on the Council not be met.

Background Papers

- 12** Council, Cabinet and Scrutiny Committee minutes June 2006 – April 2007.

Appendices

- 13** Appendix 1 - Scrutiny Committee Work Programme approved by Council 27 September 2006.

Appendix 2 - Proposed Scrutiny Committee Work Programme 2007/08.

APPENDIX 1

SCRUTINY COMMITTEE WORK PROGRAMME AGREED BY COUNCIL
27 SEPTEMBER 2006

<u>Item</u>	<u>Comments</u>	<u>Target Date</u>	
Asset Management (Land and Buildings)	Review completed, to Cabinet Jan 06, Minute 151	Jan 2006	✓
Outdoor Leisure	Review completed, to Cabinet Jan 06, Minute 152	Jan 2006	✓
Housing Benefits	Five member Panel Councillors Craven, Crocker, Livings, Munro and Webber – Review on target to present report to Cabinet	May-Sep 06 October 2006	
Budget Preparation	Training received and recommendations made	Jan 2006	✓
Environmental Schemes/EMAS/ Environment Officer	Considered by Committee – no review necessary at present	Mar 2006	✓
Partnerships	Three member Panel Councillors Harrison-Hicks, Ost and Taylor – Review commenced Sep 06	Jun 06-Feb 07	
Newhaven Fort	Five member Panel Councillors – Councillors Clark, Daly, Davies, Hallett, Lewry – Review on target	Jun 06-Jan 07	
Complaints Procedure	Considered by Committee – no review necessary at present Report on Procedure operation (CE/DPES)	May/June 2006 Summer 2007	✓
Constitution	Apparent anomalies within the Constitution with regard to Scrutiny – agreed at Annual Council	Mar 2006	✓
Councillors' IT	Considered by Committee - questionnaire issued/ results summarised – no review necessary at present	May/June 2006	✓
(continued)	Committee request to engage SOCITM consultant - Cabinet response that internal review will take place instead	July 2006	✓

Councillors' IT (continued)	Committee to reconsider need for review and to write brief for external consultant; CE/HBS invited to contribute	October 2006	
Communications	To review District Link editorial policy, style and content	2007	
Recycling and Waste Management	Considered by Committee – no review necessary at present		✓
	Invite DPES/HWRS to discuss Monitoring/Improvement Plan	October 2006	
Councillor Induction and Training	Questionnaire to councillors	September 2006	
	Invite HDS to present outline Induction Programme	October 2006	

APPENDIX 2

DRAFT SCRUTINY COMMITTEE WORK PROGRAMME 2007/08

Complaints Procedure progress	- CE to report to Committee any procedural changes effected	2007/08	
Monitor Benefit Fraud Inspectorate Action Plan	- DFCS to bring Action Plan to Committee when appropriate	2007/08	
Topics for Council-wide seminars/ presentations	Agreed by Council July 2007 - Waste Management/Recycling - Traveller Sites	2007/08	✓
Consult Cabinet Performance Indicators Report	Considered in Committee Jun 2007 - councillors can request issues to be brought to Committee in the future		✓
Consultants' costs	Considered in Committee Aug 2007 - councillors can request issues to be brought to Committee in the future		✓
Council's transport costs	Considered in Committee Jun 2007 - review not necessary at present		✓
Recycling	Considered in Committee Jun 2007 - review not necessary at present		✓
Land for future cemeteries	Review by full Committee	Aug 2007 - Mar 2008	
Health and Safety at Work enforcement	Review by Councillors Hawthorne, Howson & MacCleary	Aug 2007 - Dec 2007	
Communications strategy	Recommendation for finance for targeted communications Aug 2007 - possible future review	2007/08	
Clean and Green Team	Considered in Committee Aug 2007 - possible future review	2007/08	
Community Call for Action	Considered in Committee Aug 2007 - possible future statutory work	2007/08	
Evening training sessions/meetings/ public participation	- possible future review	2007/08	
Local Bus Services	- possible future review	2007/08	

SCRUTINY COMMITTEE CALENDAR – FIXED POINTS

June	Consider Work Programme and Chair of Council's Annual Report
September	Consider Council Direction of Travel, Scrutiny Annual Report and fix Work Programme (to September Council)
January	Consider budgetary matters (to February Cabinet)
April	Councillors, CMT, Chairs of Area Partnerships consulted re-suggestions for following year's Work Programme