



**Service Director – Legal, Governance and
Commissioning**

Julie Muscroft

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Decision Summary

Committee:
MANAGEMENT COMMITTEE

Date:

Committee Clerk:

TEL:

OVERVIEW AND SCRUTINY

FRIDAY 15 JUNE 2018

Penny Bunker

01484 221000

Chair

Councillor Julie Stewart-Turner

Councillors Attended

Councillor Cahal Burke

Councillor Elizabeth Smaje

Councillor Rob Walker

Apologies

Councillor Gulfam Asif

1 Minutes of Previous Meeting

To approve the Minutes of the meeting of the Committee held on 13 April 2018.

Contact: Penny Bunker – Governance and Democratic Engagement Manager

The minutes of the meeting held on 13 April 2018 were agreed as a correct record.

2 Interests

The Councillors will be asked to say if there are any items on the Agenda in which they have disclosable pecuniary interests, which would prevent them from participating in any discussion of the items or participating in any vote upon the items, or any other interests.

No interests were declared.

3 Admission of the Public

Most debates take place in public. This only changes when there is a need to consider certain issues, for instance, commercially sensitive information or details concerning an individual. You will be told at this point whether there are any items on the Agenda which are to be discussed in private.

It was agreed that all items would be considered in public session.

4 Ways of Working 2018/19

To note the revised guidance document to be circulated to all panel members

To note the responsibilities of the Panel Lead Member

Contact: Cllr Julie Stewart Turner

That subject to the amendment to the lead members responsibilities, the ways of working documents be considered by all Scrutiny Panels.

5 Allocation of Scrutiny Co-optees 2018/19

To approve the allocation of Scrutiny Co-optees for the 2018/19 municipal year.

Contact: Penny Bunker

- 1) That Mrs S Taylor be thanked for all her work as a co-optee on the Health and Adult Social Care Scrutiny Panel.
 - 2) That the allocation of co-optees, as set out in section 2.1 of the report, be approved.
 - 3) That a voluntary co-optee recruitment campaign commence in September 2018.
 - 4) That Governing bodies and the Diocese be contacted to seek statutory co-optee nominations.
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6 Re-establishment of Ad Hoc Scrutiny Panel

To approve the re-establishment of the Ad Hoc Scrutiny Panel – Elective Home Education.

Contact: Penny Bunker

That the Elective Home Education Ad Hoc Scrutiny Panel be reappointed to complete its work in the 2018/19 municipal year.

7 Draft Scrutiny Work Programme

To consider the initial draft of the Scrutiny Work Programme 2018/19.

Contact: Penny Bunker

- 1) That the draft work programme be noted and forwarded for consideration as part of scrutiny panel work programme discussions.
 - 2) That following Panel consideration the proposed work programmes are submitted to OSMC for approval.
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8 Scrutiny Communications

To consider the approach to communication of Scrutiny activity in 2018/19 including:

Council meetings
Bulletin
Website
Twitter

Contact: Penny Bunker

- 1) That the update on proposals for Scrutiny communications be noted.
 - 2) That at the July meeting of Council, the Chair of Scrutiny and Lead Members provide an update on a couple of issues from work programmes for 2018/19.
 - 3) That Councillor Smaje provide an update to Council on joint health scrutiny committee work.
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9 Committee meeting dates 2018/19

To note that Committee meetings will be held on the following dates at 10.00 a.m.

16 July 18
3 September
5 November
7 January 19 (followed by co-optee new year meeting)
4 March
15 April

Contact: Penny Bunker, Governance & Democratic Engagement Manager. Tel: 01484 221000.

- 1) That meetings of the Overview and Scrutiny Management Committee be held on the following dates at 10.00 a.m.
 - 16 July 18
 - 3 September
 - 5 November
 - 7 January 19
 - 4 March
 - 15 April

 - 2) That Panel Lead Member update reports be considered on the following dates:
 - 3 September
 - 7 January
 - 15 April
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