

## Agenda Item 7

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<b>Ward (s) affected</b>	N/A
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<b>Subject</b>	Scrutiny Committee Work Programme 2017/18 and summary of work undertaken in 2016/17.
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### **RECOMMENDATIONS**

The Committee is asked:

- (1) To note the work undertaken in 2016/17.
- (2) To consider the recommendations set out below for the work programme in 2017/18 and determine which to include in the Committee's work programme.

#### External Scrutiny

- (a) That the Committee will hold four External Scrutiny meetings on the following dates:-
  - 14<sup>th</sup> November 2017
  - 11<sup>th</sup> December 2017
  - 13<sup>th</sup> February 2018
  - 17<sup>th</sup> April 2018
- (b) That the organisations set out in the report will be invited to provide an update to the Committee at one of the three above meeting dates.

#### Scrutiny Panels

- (c) That the Standing Budget Panel continues to scrutinise the Administration's budget setting process.
- (d) That the Committee consider other options for Panels which could be established for the forthcoming year.

#### Scrutiny of Reports on the Executive Forward Plan

- (e) That the Committee continues to scrutinise appropriate reports prior to their consideration by the Executive.

#### Other Issues

- (g) That the Committee notes that from time to time it will be called upon to hear a call-in whenever the appropriate procedures are applied.

#### Report Back

- (h) That the Work Programme report continues to outlining action taken by the

Executive or Council on recommendations coming forward from the Committee and views sent forward for consideration.

## **EXECUTIVE SUMMARY**

Annually, the Scrutiny Committee is required to set out its work programme for the forthcoming year. This report summarises the work undertaken by the Scrutiny Committee in 2016/17 and sets out the draft programme for consideration by Members for 2017/18.

## **CORPORATE PRIORITIES**

### **PROSPERITY**

#### **A vibrant local economy with thriving towns and villages**

Look for innovative ways to minimise the cost to taxpayers of Mole Valley District Council whilst protecting the standard of services.

A key task of any Scrutiny Committee is to review the Services provided by the Council.

## **The Committee has the authority to determine the Recommendations**

### **1. INTRODUCTION**

- 1.1 This report sets out the work undertaken by the Committee in 2016/17 and then suggests a programme of work for 2017/18.

### **2. 2016/17 PROGRAMME**

- 2.1 The 2016/17 work programme divided the work of the Committee into three categories:-

#### External Scrutiny

- 2.2 Over the past year, External Scrutiny presentations have been received from the following organisations:-

- East Surrey Rural Transport (Grants)
- Voluntary Action Mid-Surrey (VAMS) (Grants)
- Citizens Advice Mole Valley (CAMV) (Grants)
- Clarion (formerly Circle Housing)
- Ride London
- Surrey Fire & Rescue Service (Public Safety Plan)
- Surrey County Council's Travel & Transport Group (Bus Services)
- Fusion Lifestyle (Leatherhead Leisure Centre)
- Places for People (Dorking Sports Centre)
- Surrey Heartlands

#### Scrutiny of Reports on the Executive Forward Plan

- 2.3 The Committee has scrutinised reports prior to their consideration by the

Executive and has commented direct to the Executive.

### Scrutiny Panels

2.4 In 2016/17 the following Panels operated/were established:

- Standing Budget Panel
- Tourist Information Panel
- Planning Enforcement Panel

The Standing Budget undertook its annual task of reviewing the Administration's budget setting process and reported back to the Scrutiny Committee in January 2017.

2.5 The Tourist Information Panel completed its work and reported back to the Scrutiny Committee in March 2017 with a number of recommendations, which were accepted by the Executive at their meeting in April 2017.

2.6 The Planning Enforcement Panel completed its work and reported back to the Scrutiny Committee in March 2017 with a number of recommendations, which were accepted by the Executive at their meeting in April 2017.

### **3. 2017/18 PROGRAMME**

3.1 The programme of work for 2017/18 is suggested to be structured along similar lines as in 2016/17:

#### External Scrutiny

3.2 It is recognised that the External Scrutiny is an important part of the Scrutiny Committee's functions. As such it is proposed to set up three specific meetings to solely consider External Scrutiny items. The proposed dates are:

- 14<sup>th</sup> November 2017
- 11<sup>th</sup> December 2017
- 13<sup>th</sup> February 2018
- 17<sup>th</sup> April 2018

3.3 There are a number of different organisations that need to report to the Scrutiny Committee on an annual basis, including the organisations in receipt of a grant of £10,000 or more who are invited to attend a meeting of the Scrutiny Committee to provide an update on how the grant has been spent. The four organisations are:-

- Citizens Advice Mole Valley (CAMV) (Grants)
- East Surrey Domestic Abuse Service (Grants)
- East Surrey Rural Transport Partnership (Grants)
- Voluntary Action Mid-Surrey (VAMS) (Grants)

The Committee also receives an annual report from Clarion (formerly Circle Housing), which will need to be scheduled.

3.4 Other organisations to be scheduled at one of the three meeting dates are the following Council contractors - Places for People Leisure (Dorking Sports Centre), Fusion (Leatherhead Leisure Centre) and The Landscape Group (Grounds Maintenance & Highways Horticulture).

- 3.5 During the two external meetings in 2018, the Scrutiny Committee will be asking members of outside bodies to present reports on the work undertaken so far, and the results. The details of these are currently under discussion and a report will be taken at the next meeting.

#### Scrutiny of Reports on the Executive Forward Plan

- 3.6 The Committee will continue to scrutinise key reports prior to their consideration by the Executive. The Chairman in discussion with the Vice Chairman will review the forward plan and decide which items are to be taken on the agenda. This will not include the reports on major issues taken to a meeting of the Full Council for consultation.

#### Policy Development

- 3.7 In consultation with the Chairman and Vice Chairman, the Committee will take items where discussion can assist with policy development and process improvement.

#### Scrutiny Panels

- 3.8 The Standing Budget Panel is the only Scrutiny Panel remaining in existence from 2016/17. This Panel is established annually with a remit of scrutinizing the Administration's budget setting process.
- 3.9 The Panel Membership for the forthcoming year is: - Lynne Brooks, Paul Elderton, Chris Hunt, Paul Kennedy, Malcolm Ladell and Simon Ling
- 3.10 The Scrutiny Committee is permitted to establish up to a maximum of five Panels at anyone time.
- 3.11 Details of options for other Panels are currently under discussion. A report will be taken at the next meeting.

4. **Financial Implications** – The cost of the proposals contained within this report are met within existing budgets.

5. **Legal Implications** – None arising from this report.

#### 6. **CORPORATE IMPLICATIONS**

**Monitoring Officer commentary** – the report has considered any legal implications.

**Section 151 Officer commentary** – the final implications have been taken into account.

**Risk Implications** - None arising from this report

**Equalities Implications** - None arising from this report

**Employment Issues** – The establishment of additional Scrutiny Panels does have an employment resources implication. SMT will consider the need to resource each new Panel, as it arises.

**Sustainability Issues** - None arising from this report

**Consultation** – The Scrutiny Committee is responsible for preparing its work programme. This report is considered to be consultation with Members.

**Communications** - None

#### **BACKGROUND PAPERS**

None