

Scrutiny Standing Panel Agenda



Constitution and Members Services Scrutiny Standing Panel Thursday, 30th June, 2011

Place: Committee Room 1

Time: 7.00 pm

**Democratic Services
Officer:** M Jenkins - The Office of the Chief Executive
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Members:

Councillors D Stallan (Chairman), D C Johnson (Vice-Chairman), R Cohen, J Markham, Mrs M McEwen, R Morgan, J Philip, B Rolfe, Mrs M Sartin, Ms S Watson and Mrs J H Whitehouse

1. APOLOGIES FOR ABSENCE

2. NOTES OF THE LAST MEETING (Pages 3 - 8)

To agree the notes of the last meeting of the Panel held on 17 March 2011.

3. SUBSTITUTE MEMBERS (COUNCIL MINUTE 39 - 23.7.02)

(Assistant to the Chief Executive) To report the appointment of any substitute members for the meeting.

4. DECLARATION OF INTERESTS

(Assistant to the Chief Executive). To declare interests in any items on the agenda.

In considering whether to declare a personal or a prejudicial interest under the Code of Conduct, Overview & Scrutiny members are asked pay particular attention to paragraph 11 of the Code in addition to the more familiar requirements.

This requires the declaration of a personal and prejudicial interest in any matter before an OS Committee which relates to a decision of or action by another Committee or Sub Committee of the Council, a Joint Committee or Joint Sub Committee in which the Council is involved and of which the Councillor is also a member.

Paragraph 11 does not refer to Cabinet decisions or attendance at an OS meeting purely for the purpose of answering questions or providing information on such a matter.

5. TERMS OF REFERENCE / WORK PROGRAMME (Pages 9 - 12)

(Chairman/Lead Officer) The Overview and Scrutiny Committee has agreed the Terms of Reference of this Panel and associated Work Programme. This is attached. The Panel are asked at each meeting to review both documents.

The OSC is about to formulate next years OS work plan incorporating a programme for this Panel. In view of this, the Panel may wish to bring forward suggestions/ideas on topics for inclusion in its work programme for next year.

6. REFERENDUM AND ELECTIONS 5 MAY 2011 (Pages 13 - 20)

(Assistant to the Chief Executive) To consider the attached report.

7. COMPLAINTS PANEL - LIMITS OF JURISDICTION (Pages 21 - 24)

(Assistant to the Chief Executive) To consider the attached report.

8. SUBSTITUTIONS AT MEETINGS (Pages 25 - 26)

(Assistant to the Chief Executive) To consider the attached report.

9. REPORTS TO BE MADE TO THE NEXT MEETING OF THE OVERVIEW AND SCRUTINY COMMITTEE

To consider which reports are ready to be submitted to the Overview and Scrutiny Committee at its next meeting.

10. PROVISIONAL DATES FOR PANEL MEETINGS

At the last meeting of the Panel, proposed dates for Panel meetings in 2011/12 were noted, they were:

30 August;
22 November; and
28 February 2012

However, since that time it was found that these dates were not compatible with the schedule of Overview and Scrutiny Committee meetings. Therefore officers have booked new meeting dates as shown below:

27 July;
8 November; and
20 February 2012