

## Scrutiny Standing Panel Agenda



### **Constitution and Members Services Scrutiny Standing Panel Wednesday, 27th July, 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**

The notes of the last Panel meeting, held on 30 June 2011 are yet to be completed. They will be submitted to the next Panel meeting.

#### **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 3 - 6)**

(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 year's OS work plan incorporating a programme for this Panel.

**6. AUDIT AND GOVERNANCE COMMITTEE - MEMBERSHIP (Pages 7 - 10)**

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

**7. REVIEW OF MEMBER REMUNERATION AND ROLE OF SCRUTINY PANEL (Pages 11 - 22)**

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

**8. COUNCIL PROCEDURE RULES - REPORTS ON OUTSIDE ORGANISATIONS (Pages 23 - 24)**

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

**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. FUTURE MEETINGS**

The next programmed meeting of the Panel will be held on 8 November 2011 at 7.00p.m. in Committee Room 1. The next programmed meeting is on:

Tuesday 8 November

It has been necessary to book two extra meetings because of the Panel's workload. The available dates are as follows:

Tuesday 4 October 2011; and

Monday 26 March 2012; or

Thursday 29 March; or

Tuesday 3 April