

Scrutiny Standing Panel Agenda



Constitution and Members Services Scrutiny Standing Panel Monday, 16th July, 2012

Place: Committee Room 1

Time: 7.00 pm

**Democratic Services
Officer:** M Jenkins - The Office of the Chief Executive
Tel: 01992 564607
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Members:

Councillors Mrs M Sartin (Chairman), A Watts (Vice-Chairman), R Cohen, J Markham, Mrs M McEwen, R Morgan, J Philip, B Rolfe, D Stallan, Mrs J H Whitehouse and G Waller

SUBSTITUTE NOMINATION DEADLINE:

18:00

1. APOLOGIES FOR ABSENCE

2. SUBSTITUTE MEMBERS (COUNCIL MINUTE 39 - 23.7.02)

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

3. 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.

4. NOTES OF THE LAST MEETING (Pages 5 - 16)

To consider the notes of the last meeting of the Panel held on 20 February 2012 (attached).

5. TERMS OF REFERENCE / WORK PROGRAMME (Pages 17 - 20)

(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. LOCAL ELECTIONS - 3 MAY 2012 (Pages 21 - 28)

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

7. AUDIT AND GOVERNANCE COMMITTEE - ARTICLE 11 OF THE CONSTITUTION (Pages 29 - 42)

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

8. MEMBER COMPLAINTS PANEL - LIMITS OF JURISDICTION (Pages 43 - 46)

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

9. SUBSTITUTIONS AT MEETINGS (Pages 47 - 50)

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

10. FUTURE MEETINGS

The next programmed meeting of the Panel will be held on Tuesday 25 September 2012 at 7.00pm in Committee Room 1 and then on:

Tuesday 25 September;
Tuesday 4 December; and
Tuesday 26 March 2013

Due to the workload of this Panel it will be necessary to arrange an extra-ordinary meeting for January 2013. The date will be confirmed at this meeting.

11. 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.