

**18 June 2019**

**Audit & Scrutiny Committee**

**Scrutiny Work Programme 2019/20**

**Report of:** *Steve Summers, Chief Operating Officer*

**Wards Affected:** *All*

**This report is:** *Public*

**1. Executive Summary**

- 1.1 The Constitution requires that the Audit & Scrutiny Committee agrees its Scrutiny work programme at each meeting of the Committee. This report identifies the current status of existing scrutiny working groups and sets out the process for gaining members' views on future scrutiny matters to be considered by the committee.
- 1.2 Set out below are the Working Groups that previously existed as part of the 2018/19 Scrutiny programme and their current status.

No	Working Group	Status
1	Leisure Strategy	Completed – report to be made to the Policy, Resources and Economic Development Committee on the 10 <sup>th</sup> July 2019.
2	Local Development Plan	Ongoing.
3	Town Centre	Completed – Design guide to be incorporated with Regulation 19 of the Local Development Plan.
4	Performance Indicators and Formal Complaints	Ongoing.

- 1.3 In addition, legislation requires that an Annual report is made to the Committee on the work of the Community Safety Partnership. This report is normally made at the March committee each year.
- 1.4 Therefore, it is suggested that the following items continue to be reported to the committee as part of its Scrutiny Work Programme.

- Local Development Plan
- Performance Indicators and Formal Complaints
- Community Safety Partnership

- 1.5 In relation to new scrutiny matters under its Terms of Reference any scrutiny matter identified by members and/or the Audit & Scrutiny Committee must be agreed first by the Policy, Resources and Economic Development Committee. It is suggested that all members will be sent the request form immediately following this meeting so these can be considered by the 10<sup>th</sup> July 2019 Policy, Resources and Economic Development Committee.

## **2. Recommendation(s)**

- 2.1 That the Committee considers and agrees to include the matters as set out in 1.4 above to the 2019/20 Scrutiny work programme.**
- 2.2 That the Committee agrees that the request form as attached at Appendix A be sent to all members immediately following this meeting with completed responses sent to the Policy, Resources and Economic Development July Committee for consideration.**

## **3. Introduction and Background**

- 3.1 At the Annual Council it was agreed that the committee structure would include the introduction of an Audit & Scrutiny Committee.
- 3.2 In relation to new scrutiny matters under its Terms of Reference any scrutiny matter identified by members and/or the Audit & Scrutiny Committee must be agreed first by the Policy, Resources and Economic Development Committee.
- 3.3 The Audit & Scrutiny Committee also has responsibility to review decisions made, or other action taken, in connection with the discharge by the responsible authorities of their crime and disorder functions. In addition it has responsibility for the monitoring of Council service performance, including Performance Indicators and Formal Complaints.
- 3.4 The Scrutiny work programme should not include management or staffing issues which are the responsibility of the Head of Paid Service.

#### **4 Reasons for Recommendation**

- 4.1 The Constitution requires that the Audit & Scrutiny Committee agrees its Scrutiny work programme at each meeting of the Committee.

#### **5 Consultation**

- 5.1 None.

#### **6 References to Corporate Plan**

- 6.1 The vision of Transformation includes an action to improve the Council's governance arrangements, leading to faster, more effective decision-making. An effective scrutiny function is an essential element of that priority.

#### **7 Implications**

##### **Financial Implications**

**Name & Title:** Jacqueline Van Mellaerts, Interim Chief Finance Officer  
**S151 Officer**

**Tel & Email:** 01277 312829/jacqueline.vanmellaerts@brentwood.gov.uk

- 7.1 There are no direct financial implications arising from this report.

##### **Legal Implications**

**Name & Title:** Paula Harvey, Deputy Monitoring Officer

**Tel & Email:** 01277 312705/paula.harvey@brentwood.gov.uk

- 7.2 There are no direct legal implications arising directly from this report.

#### **8 Background Papers**

- 8.1 None.

#### **9 Appendices to this report**

Appendix A – Members Scrutiny request form.

#### **Report Author Contact Details:**

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