

**7 March 2016**

**Audit, Scrutiny and Transformation Committee**

**Work Programme 2015/16**

**Report of:** *Chris Leslie, Finance Director*

**Wards Affected:** *All*

**This report is:** *Public*

**1. Executive Summary**

- 1.1 The work of the Audit, Scrutiny and Transformation Committee will be delivered both by Members working in groups and through formal Committee reports. The Audit, Scrutiny and Transformation Committee will make recommendations to decision making committees and Council as necessary. The Audit, Scrutiny and Transformation Committee are invited to consider its 2015/16 work programme.

**2. Recommendation(s)**

- 2.1 That the Audit, Scrutiny and Transformation work programme 2015/16 at appendix A be approved.**

**3. Introduction and Background**

- 3.1 At the beginning of the municipal year, the Audit, Scrutiny and Transformation Committee agreed its work programme.
- 3.2 Committee members are invited by the Chair and Vice-Chair to propose topics for inclusion on the work programme.
- 3.3 The Audit, Scrutiny and Transformation Committee will have particular regard to the Budget, Corporate Plan, Forward Plan, Council policy and significant national issues. The Committee will also seek to include the scrutiny of external facing matters that are of significant interest to local communities.
- 3.4 The work programme of the Audit, Scrutiny and Transformation Committee should not include management or staffing issues which are the responsibility of the Head of Paid Service.

#### **4. Issue, Options and Analysis of Options**

- 4.1 The Scrutiny function works best when the committee undertakes its work both in member groups and by receiving formal committee reports. The benefits of a Task and Finish approach were outlined at the 29 June 2015 meeting of the Committee.
- 4.2 During its meeting on 29 June 2015 in addition to the proposed work programme the Committee agreed to add the following:
- Training for Members in relation to IT transformation and data security to be added to the agenda for September 2015;
  - Review of the Members Code of Conduct with specific reference to, but not limited to member engagement with the media.
- 4.3 On 16 September 2015 Council agreed that progress against the peer review action plan should be monitored by the Audit, Scrutiny and Transformation Committee.
- 4.4 At the 29 September 2015 Committee the work programme was updated, requesting that the Member/Officer Communications / Members Casework Task and Finish Group report back to the Committee in December 2015 as to the feasibility of achieving their objectives. In addition the Committee agreed that future updates be received on Transformation and New Ways of Working.
- 4.5 Following discussion by the Committee on 7 December 2015 the Member/Officer Communications / Members Casework task and finish group became a cross party working group.
- 4.6 The current work programme for the Committee is at Appendix A.

#### **5. Reasons for Recommendation**

- 5.1 To enact the provisions of Part 4.4 of the Constitution that the Audit and Scrutiny Committee agrees its work programme at each meeting of the Committee.

#### **6. Consultation**

- 6.1 This report seeks to consult with the Audit and Scrutiny Committee on its work programme.

## **7. References to Corporate Plan**

- 7.1 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.

## **8. Implications**

### **Financial Implications**

**Name & Title:** Chris Leslie, Finance Director

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

### **Legal Implications**

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

## **9. Background Papers**

- 9.1 None

## **10. Appendices to this report**

Appendix A – Work Programme 2015/16

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