

# Scrutiny Review Panel 1 - 2013/2014 Governance

## Outline Work Programme

<b>Item No.</b>	<b>Item Details</b>	<b>Brief/Comments</b>
<b>Meeting 1 - Tuesday 9 July 2013</b>		
1	Panel Operations in 2013/2014 (Director of Legal and Democratic Services - Helen Harris/Scrutiny Review Officer - Harjeet Bains)	To consider and agree the Terms of Reference for the Panel (including co-option arrangements and external engagement).  To consider, plan and agree the agenda items for all the Panel meetings in the year including additional visits.
2	An Overview on the Council's Current Governance Arrangements (including the quasi-judicial elements) and the Implications of the Localism Act 2011 in respect of Governance (Director of Legal and Democratic Services - Helen Harris)	To consider the current governance arrangements of the Council and the implications of the Localism Act 2011 and identify areas that need to be reviewed further at future meetings.
3	Governance Arrangements in Local Authorities - An External Perspective (Presentation by Local Government Association - Ed Hammond, Research and Information Manager, Centre for Public Scrutiny)	The presentation to provide an external perspective on governance arrangements in local authorities.  Useful Background Publications for circulation to Panel Members: - Changing Governance Arrangements (Centre for Public Scrutiny - Policy Briefing 4, December 2010) - Musical Chairs (Centre for Public Scrutiny - Practical issues for local authorities in moving to a committee system) plus two Appendices: 1. Showing the different governance options on a spectrum. 2. The case study authorities in detail Available at <a href="http://www.cfps.org.uk/committee-system">www.cfps.org.uk/committee-system</a> .

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		<p><i>Ed Hammond will provide material for circulation in due course. He will be in a meeting up north on that day so may be a little late.</i></p> <p><i>Can he also cover the Scrutiny Function so that someone from the Centre for Public Scrutiny does not have to attend the next meeting? If so, then that item needs to be brought forward to this meeting. Keith Fraser is happy to do a report for 9 July.</i></p>
<b>Meeting 2 - Thursday 26 September 2013</b>		
1	Scrutiny Function <i>(Head of Scrutiny and Committees - Keith Fraser)</i>	<p>To review the current governance arrangements of the function and make recommendations accordingly.</p> <p>As part of this review, invite a representative of the Centre for Public Scrutiny to provide an external perspective.</p>
2	Public Engagement including Petitions, Community Call for Action, Consultations, etc. <i>(Head of Scrutiny and Committees - Keith Fraser/ Research and Consultation Manager - Rajiv Ahlawat)</i>	<p>To review how the Council currently engages with the local community and make proposals for further improvements accordingly.</p> <p><i>Reminder of Cllr Colm Costello's suggestions on consulting with the public.</i></p>
3	Health and Well Being Board <i>(Director of Public Health - Jackie Chin/Head of Scrutiny and Committees - Keith Fraser)</i>	<p>To review the current governance arrangements of the Board in conjunction with the role of the Health and Adult Social Services Scrutiny Panel and make recommendations accordingly.</p>
4	Updated Work Programme for Scrutiny Review Panel 1 - 2013/2014: Governance <i>(Director of Legal and Democratic Services - Helen Harris/Scrutiny Review Officer - Harjeet Bains)</i>	<p>To consider and agree the co-option arrangements and the agenda items for the next meeting of the Panel.</p>

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<b>Meeting 3 - Thursday 28 November 2013</b>		
1	Neighbourhood Governance <i>(Executive Support Manager - Anita Hamilton)</i>	To review and make recommendations on the neighbourhood governance in the borough.  As part of this review, actively seek the views of the local community and visit different neighbourhood ward forum meetings both within and outside the borough.
2		
3		
4	Updated Work Programme for Scrutiny Review Panel 1 - 2013/2014: Governance <i>(Director of Legal and Democratic Services - Helen Harris/Scrutiny Review Officer - Harjeet Bains)</i>	To agree the agenda items for the next meeting of the Panel.
<b>Meeting 4 - Thursday 6 February 2014</b>		
1	Cabinet and Council <i>(Director of Legal and Democratic Services - Helen Harris/Head of Scrutiny and Committees - Keith Fraser)</i>	To review in detail the current governance arrangements of these functions and make recommendations accordingly.
2		
3	Panel to Draw Conclusions and Make Recommendations for inclusion in their Final Report <i>(Chair - Cllr Anthony Young/ Vice Chair - Cllr Yoel Gordon)</i>	To consider all the information/knowledge gathered during the course of the year to draw conclusions and make recommendations for inclusion in the Final Report.
4	Updated Work Programme for Scrutiny Review Panel 1 - 2013/2014: Governance <i>(Director of Legal and Democratic Services - Helen Harris/Scrutiny Review Officer - Harjeet Bains)</i>	To agree the agenda items for the next meeting of the Panel.

<b>Item No.</b>	<b>Item Details</b>	<b>Brief/Comments</b>
<b>Meeting 5 - Thursday 3 April 2014</b>		
1		
2	Draft Final Report of Scrutiny Review Panel 1 - 2013/2014: Governance <i>(Director of Legal and Democratic Services - Helen Harris/Scrutiny Review Officer - Harjeet Bains)</i>	To consider and agree, with any amendments, the Panel's final report to the Overview and Scrutiny Committee.
<b>Planned Visits</b>		<b>Comments</b>
1	Neighbourhood Ward Forums	
2		
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