

OVERVIEW AND SCRUTINY COMMITTEE AGENDA



THE PUBLIC MAY ATTEND THIS MEETING

Please note this meeting will be audio recorded.

Date: Wednesday, 15th July 2015

Time: 7.15pm

Venue: Council Chamber, Braintree District Council, Causeway House, Braintree CM7 9HB

Membership:

Councillor C Bailey	Councillor S Paul
Councillor K Bowers	Councillor R Ramage
Councillor J Goodman	Councillor F Ricci
Councillor P Horner	Councillor B Rose
Councillor D Hufton-Rees	Councillor P Schwier
Councillor D Mann (Vice Chairman)	Councillor C Siddall (Chairman)

Members are requested to attend this meeting, to transact the following business:-

PUBLIC SESSION

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1. Apologies for Absence.

2. Member Declarations.

To declare the existence and nature of any interests relating to items on the agenda having regard to the Code of Conduct for Members and having taken appropriate advice (where necessary) before the meeting.

To declare the existence and nature of any instruction given by or on behalf of a political group to any Councillor who is a member of that group as to how that Councillor shall speak or vote on any matter before the Committee or the application or threat to apply any sanction by the group in respect of that Councillor should he/she speak or vote on any particular matter.

3. Public Question Time. (See paragraph below).

4. **Minutes.** To approve as a correct record the minutes of the meeting of The Overview and Scrutiny Committee held on 10th June 2015 (copy previously circulated).
5. **Overview and Scrutiny Annual Work Programme for 2015-16.** Report to follow.
6. **Committee Anticipated Work Plan For 2015/2016** **1 to 3**
7. **Decision Planner.** To consider the Decision Planner for the period 1st August 2015 to 30th November 2015 (previously circulated)
8. **Urgent Business.** To consider any matter which, in the opinion of the Chairman should be considered in public by reason of special circumstances (to be specified) as a matter of urgency.
9. To agree the exclusion of the public and press for the consideration of any items for the reasons set out in Part 1 of Schedule 12(A) of the Local Government Act 1972.

At the time of compiling the agenda there were none.

PRIVATE SESSION

10. **Urgent Business.** To consider any matter which, in the opinion of the Chairman, should be considered in private by reason of special circumstances (to be specified) as a matter of urgency.

E WISBEY
Governance and Member Manager

Contact Details

If you require any further information please contact the Governance and Members Team on 01376 552525 or e-mail demse@braintree.gov.uk

Question Time

Immediately after the Minutes of the previous meeting have been approved there will be a period of up to 30 minutes when members of the public can speak.

Members of the public wishing to speak should contact the Council's Governance and Members Team on 01376 552525 or email demse@braintree.gov.uk at least 2 working days prior to the meeting.

Members of the public can remain to observe the whole of the public part of the meeting.

Health and Safety

Any persons attending meetings at Causeway House are requested to take a few moments to familiarise themselves with the nearest available fire exit, indicated by the fire evacuation signs. In the event of a continuous alarm sounding during the meeting, you must evacuate the building immediately and follow all instructions provided by a Council officer who will identify him/herself should the alarm sound. You will be assisted to the nearest designated assembly point until it is safe to return to the building.

Mobile Phones

Please ensure that your mobile phone is either switched to silent or switched off during the meeting.

Comments

Braintree District Council welcomes comments from members of the public in order to make its services as efficient and effective as possible. We would appreciate any suggestions regarding the usefulness of the paperwork for this meeting, or the conduct of the meeting you have attended.

Please let us have your comments setting out the following information

Meeting Attended Date of Meeting.....

Comments.....

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Contact Details:

Committee Anticipated Work Plan For 2015/2016		Agenda No: 6
Portfolio	Overall Corporate Strategy and Direction	
Corporate Priority:	Providing value for money, Delivering excellent customer service, Improving our services through innovation	
Report presented by:	Ian Hunt, Head of Governance	
Report prepared by:	Emma Wisbey, Governance and Member Manager	
Background Papers:	Public Report	
None.	Key Decision: No	
Executive Summary:		
<p>Members are requested to note the anticipated work plan for the Overview and Scrutiny Committee for 2015/16. The work plan outlines the keys dates and stages for the Committee’s scrutiny activities.</p> <p>There may be ad-hoc reports or issues added at Member request or as a result of call-in work arising during the year.</p>		
Decision		
To note the anticipated work plan for 2015/16.		
Purpose of Decision:		
To inform the Committee of their anticipated work plan for 2015/16.		

Any Corporate implications in relation to the following should be explained in detail

Financial:	None arising out of this report.
Legal:	None arising out of this report.
Safeguarding	None arising out of this report.
Equalities/Diversity	None arising out of this report.
Customer Impact:	None arising out of this report.
Environment and Climate Change:	None arising out of this report.
Consultation/Community Engagement:	None arising out of this report.
Risks:	None arising out of this report.
Officer Contact:	Emma Wisbey
Designation:	Governance and Member Manager
Ext. No.	2610
E-mail:	emma.wisbey@braintree.gov.uk

Overview and Scrutiny Committee's Anticipated Work Plan for 2015/16

23 rd September 2015	First evidence gathering session for the Committee's scrutiny topic for 2015/16.
25 th November 2015	Scrutiny of the Priorities for 2016/17 and Initial Budget Position.
9 th December 2015	Second evidence gathering session for the Committee's scrutiny topic for 2015/16.
27 th January 2016	Scrutiny of the Council Budget for 2016/17 - Update.
9 th March 2016	Third evidence gathering session for the Committee's scrutiny topic for 2015/16.
March/April 2016	Annual call for items from all Councillors for topics for scrutiny review by Committee and Task and Finish Groups for 2016/17.
April/May 2016 ¹	Scrutiny Steering Board – meeting to recommend topics for scrutiny review for 2016/17.
June 2016 ²	Scrutiny Review – Report for 2015/16 – to finalise report and recommend to Full Council. To receive the Task and Finish Groups' Reports for 2015/16 and recommend to Full Council. Annual Report of the Braintree District Community Safety Partnership for 2015/16. To determine scrutiny topics for 2016/17.
June 2016	Call for expressions of interest for Members participation in Task and Finish Groups for 2016/17.
July 2016 ³	To set the Membership of Task and Finish Groups for 2016/17.

¹ Date to be arranged with Scrutiny Steering Board

² Date of meeting to be confirmed at the Annual General Meeting on 25th April 2016.

³ Date of meeting to be confirmed at the Annual General Meeting on 25th April 2016.