

COMMITTEE BUSINESS REPORT

Background

1. At the Committee meeting on 7 September 2016 Members agreed to continue to receive an overarching Committee Business report, which combines items such as correspondence reports and work programme reports where appropriate.
2. This report includes the correspondence schedule, at **Appendix A**, and raises some issues for discussion regarding the Committee's work programme.

Correspondence Update

3. Following most Committee meetings the Chair writes a letter to the relevant Cabinet Member or officer, summing up the Committee's comments, observations and recommendations regarding the issues considered during that meeting. At the Committee meeting on 7 September 2016 Members received a report detailing the Committee-related correspondence sent and received by the Committee relating to Committee meetings held on 8 June 2016 and 6 July 2016.
4. The correspondence schedule attached as **Appendix A** provides an update since 7 September 2016 Committee meeting, with the following information:
 - i. Date the letters were sent;
 - ii. To whom the letter was addressed;

- iii. The key recommendations set out in the Chair's letters;
 - iv. Date the response was received; and
 - v. The response of the Cabinet Member(s) to those recommendations.
5. The schedule attached at **Appendix A** shows:
- i. *Response Received* - from Councillor Elsmore and Councillor Lent to the Chair's letter regarding Director of Social Services Annual Report, following Joint Committee with Children and Young People Scrutiny Committee on 11 July 2016.
 - ii. *Response Received* – from Councillor De'Ath to the Chair's letter regarding pre-decision scrutiny of the draft Advice and Support Recommissioning Cabinet report, following Committee on 7 September 2016.
 - iii. *No Response Required* – from Councillor De'Ath to the Chair's letter regarding the Cabinet Response to the Committee's Inquiry into How to Reduce Crime and Disorder in the Night Time Economy in a time of Austerity.
6. Copies of the Chair's letters and any responses received can be found on the Council's website page for the relevant Committee meeting, with a hyperlink provided at the top of the page, entitled '*correspondence following the committee meeting*'.

Work Programme

7. Members agreed their 2016-17 work programme at the last Committee meeting in September 2016. As part of this process, Members decided to leave space for any emerging items during the year, which the scrutiny officer would bring to their attention. Since the work programme was agreed, a new Forward Plan has been published, which contains a new item relating to the commissioning of replacement Building Maintenance Services Framework. The details on the Forward Plan are provided at **Appendix B**.

8. This item falls within the remit of this Committee as it covers the contractors used to carry out repairs to council housing, including voids. Members are asked to consider whether they wish to undertake pre-decision scrutiny of this item, which would need to be at the November committee meeting as the report is scheduled to be taken to Cabinet on 17 November 2016.
9. In addition, as part of the work programme, Members agreed to continue with the Performance Panel, adding in budget monitoring to make it a Performance and Budget Monitoring Panel. This Panel is scheduled to meet 3 October 2016 to look at the Quarter One Performance report, Month 4 Budget Monitoring report and consider which area to prioritise for a deep dive; a verbal update will be given at Committee.
10. Members are asked to consider whether they are able to participate in the Panel, given the recent death of Councillor Lomax, who was a founding member of the Panel.

Way Forward

11. During their meeting, Members may wish to reflect on the correspondence schedule, attached at **Appendix A**. Members will also have the opportunity to discuss the two issues raised in connection with the work programme.

Legal Implications

12. The Scrutiny Committee is empowered to enquire, consider, review and recommend but not to make policy decisions. As the recommendations in this report are to consider and review matters there are no direct legal implications. However, legal implications may arise if and when the matters under review are implemented with or without any modifications. Any report with recommendations for decision that goes to Cabinet/Council will set out any legal implications arising from those recommendations. All decisions taken by or on behalf of the Council must (a) be within the legal powers of the Council; (b) comply with any procedural requirement imposed by law; (c) be within the powers of the body or person exercising powers on behalf of the Council; (d) be undertaken in accordance with the procedural requirements

imposed by the Council e.g. Scrutiny Procedure Rules; (e) be fully and properly informed; (f) be properly motivated; (g) be taken having regard to the Council's fiduciary duty to its taxpayers; and (h) be reasonable and proper in all the circumstances.

Financial Implications

13. The Scrutiny Committee is empowered to enquire, consider, review and recommend but not to make policy decisions. As the recommendations in this report are to consider and review matters there are no direct financial implications at this stage in relation to any of the work programme. However, financial implications may arise if and when the matters under review are implemented with or without any modifications. Any report with recommendations for decision that goes to Cabinet/Council will set out any financial implications arising from those recommendations.

RECOMMENDATIONS

The Committee is recommended to:

- I. Note the content of the consultation schedule attached at **Appendix A** and consider any further correspondence required;
- II. Consider whether to add the Commissioning of Replacement Building Maintenance Services Framework to the work programme for November 2016; and
- III. Consider whether any Members wish to participate in the Performance and Budget Monitoring Panel.

Davina Fiore
Director of Governance and Legal Services
29 September 2016