



SCRUTINY MANAGEMENT BOARD

Minutes of a meeting of the Scrutiny Management Board held on Tuesday, 5 June 2018 at 6.00pm in Meeting Rooms G3/4, Addenbrooke House, Ironmasters Way, Telford

Present: Councillors N M England (Chair), S Bentley, A J Burford,
P J Scott and J M Seymour

In Attendance: Deborah Moseley (Democratic and Scrutiny Services Team Leader)
and Stacey Worthington (Senior Democratic and Scrutiny Services Officer)

SMB-1 Apologies for Absence

Councillor K R Guy and G C W Reynolds.

SMB-2 Declarations of Interest

None.

SMB-3 Minutes

RESOLVED – that the minutes of the meeting of the Scrutiny Management Board held on 9 May 2018 be confirmed and signed by the Chair.

Arising from the Minutes, the Chair noted Stacey Worthington's appointment to the position of Senior Democratic & Scrutiny Services Officers on a secondment basis.

SMB-4 Scrutiny Annual Report 2017/18 and Scrutiny Work Programme 2018/19

The Board received this report which included the draft Annual Report for 2017/18, Terms of Reference for each Scrutiny Committee and a list of suggestions for the work programme for the 2018/19 municipal year.

Annual Report 2017/18

Changes were suggested relating to the items on Civil Parking Enforcement and Selective Licensing.

- Civil Parking Enforcement item should only refer to a motion to Council and not a suggestion from Cabinet. The item should also note that the Committee were expecting information and responses to further questions.
- Selective Licensing should refer to a briefing being received by Scrutiny and that the Committee had expected to monitor the implementation of the scheme.

Terms of Reference

The Chair referred Members to the Terms of Reference for the Board and Scrutiny Assembly which were presented for approval and the Terms of Reference for each Scrutiny Committee which were provided for endorsement to be agreed by the relevant Scrutiny Committee.

Since publication of the report it had come to light that scrutiny's flood risk powers had ceased due to a "sunset clause" in the regulations which had prompted a government review of the use of the powers and, as a result, a decision had been made by the government to allow the powers to expire. The Board agreed that the Terms of Reference for the Customer, Community & Partnership Scrutiny Committee should be amended to reflect this change.

Work Programme 2018/19

The Board agreed that the list of suggestions should be referred to the relevant Scrutiny Committee to timetable their own work programmes.

The Chair noted that 2018/19 was an election year and due to budget scrutiny taking place in January/February each Committee would need to complete its work by December 2018 to enable any final reports to be agreed in the early part of the year ready for reporting to Cabinet in March at the latest.

An initial allocation of four formal meetings per year per Committee had been made.

The Board considered the continuation of Holding to Account Sessions with the Cabinet Members, and decided to consider if there were any specific issues which required attendance by a Cabinet Member closer to the time of each meeting.

RESOLVED – that

- (a) the draft Scrutiny Annual Report 2017/18 be approved subject to amendment to the items relating to Civil Parking Enforcement and Selective Licensing.**
- (b) the Terms of Reference of the Scrutiny Management Board and the Scrutiny Assembly as set out at Appendix 2 to the report be approved and the Terms of Reference for each of the Scrutiny Committees also at Appendix 2 to the report be endorsed for agreement by the respective Scrutiny Committee subject to the Customer, Community & Partnership Scrutiny Committee's Terms of Reference being amended to reflect cessation of the flood risk management regulations.**
- (c) the suggestions set out in Appendix 3 of the report be referred to each of the relevant Scrutiny Committees to prioritise their own work programmes;**
- (d) each Scrutiny Committee receive an initial allocation of four formal meetings per year, at least three of which should be held before**

Christmas 2018.

SMB-6 Chairs' Updates

As the last meeting was held relatively recently, there were no updates from the Chairs present. It was agreed that those Chairs not present should be invited to email any update to the Board following the meeting.

The meeting ended at 6.22pm

Chairman:

Date: