



**REPORT of
DIRECTOR OF STRATEGY AND RESOURCES**

**to
OVERVIEW AND SCRUTINY COMMITTEE
1 AUGUST 2023**

WORKING GROUP OF THE OVERVIEW AND SCRUTINY COMMITTEE

1. PURPOSE OF THE REPORT

- 1.1 The purpose of this report is review and establish a Working Group of the Committee.

2. RECOMMENDATION

That the Committee reviews these arrangements and appoints a Working Group of the Committee, together with its Chairperson, for the ensuing municipal year.

3. SUMMARY OF KEY ISSUES

- 3.1 At the meeting of the Committee on 15 October 2020 the terms of reference for a Working Group of the Committee were first agreed. These were as follows:

The Working Group established and reporting to this committee will include Four members and:

- *Review items of scrutiny suggested by members according to specific criteria and outcomes.*
- *Identify the details of scrutiny items e.g. specific outcomes, timescales and lead officers.*
- *Recommend a workplan for approval of the Committee.*

- 3.2 The Working Group has since continued to meet on that basis in the daytime ahead of Committee meetings and produce a report for consideration by the Committee, including the review of any Forms received where Members have requested an item for scrutiny and monitoring of agreed 'watching brief' items. Although the Committee has previously worked to political balance in forming the Group, this is not a requirement as such.

- 3.3 In early discussions with the Chairperson and Vice-Chairperson of the Committee the view has emerged that there would be significant benefit in increasing the size of the Working Group, even to include all Members of the Committee. This would enable those Members to be party to some of the detailed discussion and information gathering associated with potential scrutiny items, leaving the formal Committee sessions to be used for review of the Workplan and the actual scrutiny of the items included in it.

- 3.4 In readiness for an early meeting of the Working Group once appointed by the Committee, prospective arrangements have been made for 14 September 2023 at

11am (remotely via Teams), and consideration will be given to enabling future meetings of the Working Group to be held either remotely or at the Council Offices.

- 3.5 For information, one new Member Request form has been received from Councillor Morgan regarding access to online Council services, and the use of particular individual forms relating to Housing Benefit and Council Tax support. This has not previously been raised with Officers and therefore some background context and information can be provided for the Working Group to review this request.

4. CONCLUSION

- 4.1 It is open to the Committee to review the arrangements for its Working Group and appoint Members to serve on it. The Operating Protocol for the Committee within the Constitution provides for the Committee to also appoint the Chairperson of that Working Group.

5. IMPACT ON PRIORITIES AS SET OUT IN THE CORPORATE PLAN 2023 - 2027

5.1 Provide good quality services.

- 5.1.1 Thorough scrutiny processes support improved performance and efficiency which in turn will contribute to the quality of services provided, and functions undertaken by the Council.

6. IMPLICATIONS

- (i) **Impact on Customers** – None directly, but individual scrutiny reviews will enable the impact on customers to be assessed.
- (ii) **Impact on Equalities** – Equalities are considered as part of the reporting on review work undertaken by Officers.
- (iii) **Impact on Risk** – Scrutiny reviews enable potential Corporate Risks to the organisation and their mitigation to be identified.
- (iv) **Impact on Resources (financial)** – Scrutiny reviews offer the potential for an assessment of financial impact to the organisation.
- (v) **Impact on Resources (human)** – Scrutiny reviews offer the potential for an assessment of any resource impact to the organisation.

Background Papers: None

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