

**CANNOCK CHASE COUNCIL**  
**MINUTES OF THE MEETING OF THE**  
**SCRUTINY COMMITTEE (TRANSITIONAL)**  
**HELD ON TUESDAY 10 NOVEMBER 2015 AT 4.00 P.M.**  
**IN THE CIVIC CENTRE, BEECROFT ROAD, CANNOCK**

**PART 1**

PRESENT:  
Councillors

Kraujalis, J.T. (Chairman)  
Pearson, A. (Vice-Chairman)

Burnett, G.	Gamble, B.
Cooper, Miss J.	Hoare, M.W.A.
Foley, D.	Johnson, T.B.
Freeman, Miss M.A.	Preece, J.T.
(substitute)	Sutherland, M.

**1. Apologies**

Apologies were received for Councillors C.H. Anslow and Miss M.J. Dudson.

Councillor Miss M.A. Freeman was in attendance as substitute for Councillor Miss M.J. Dudson.

**2. Declarations of Interests of Members in Contracts and Other Matters and Restrictions on Voting by Members and Party Whip Declarations**

No declarations of interests or party whip declarations were received.

**3. Review of Scrutiny Function**

*Councillor Sutherland arrived at the meeting during the consideration of this item.*

The Head of Governance delivered a presentation to Members on the above, which covered the following:

- Scope of the Review:
  - Developing a Work Programme;
  - Performance Management Information;
  - Policy Development and Reviews;
  - Scrutiny Reviews;
  - Scrutinising Partners.
- How will we get there?:
  - Review of what we currently do;
  - Visit other councils;

- Research information available on the internet;
  - Consider how Parliamentary Select Committees operate;
  - Learning from Chairs of our new Committees.
- Approach to the Review:
    - Whole Committee?;
    - Task and Finish Groups?
  - Timetable:
    - 26 January 2016 – Present outcome of research;
    - 15 March 2016 – Consider draft toolkit and other proposals.

Members discussed the scope of the proposed review and agreed the following actions to take forward:

1. All Committee Members be issued with a copy of the existing 'scrutiny toolkit' to consider and review content.
2. Two or three groups of Committee Members to visit other local authorities before the next meeting to see areas of best practice and report back their findings. The following put themselves forward to take part in the visits: Councillors Burnett, Foley, Hoare, T. Johnson, Kraujalis, Pearson and Sutherland.
3. Information on the functions and roles of Parliamentary Select Committees to be circulated to all Committee Members for consideration. Councillor Sutherland to contact Amanda Milling MP for more detailed information.
4. Andrew Coulson from the Institute of Local Government Studies (INLOGOV) be invited to give a briefing to the Committee on the role and purpose of scrutiny; or, depending on cost, it was suggested that a Member of the Committee may be able to attend an external scrutiny training session and report back to the Committee on what was learned.
5. The Chairman to conduct online research into best practice at other local authorities.
6. Officers to review constitutions of other local authorities to research what different models of scrutiny are used.
7. Chairmen of the new Scrutiny Committees to report back to the January 2016 meeting on experiences so far of the revised structure.

#### **4. Feedback and Updates from Chairmen of the New Scrutiny Committees**

##### Health Scrutiny Committee

Councillor Gamble, Chairman of the Health Scrutiny Committee, provided an update on the recent work of the Committee, and advised that a need had been established to ensure matters relating to Culture & Sport were considered on the work programme as it was now part of the widened remit of the Committee.

Customers & Corporate Scrutiny Committee

Councillor T. Johnson, Chairman of the Customers & Corporate Scrutiny Committee, provided an update on the recent work of the Committee, and advised that the implementation and impact of the proposed West Midlands Combined Authority (which had been raised earlier in the meeting by Cllr. Burnett) may be a matter for which the Committee needs to consider as a priority. The Head of Governance agreed to check which of the new Scrutiny Committees this matter would be relevant to.

The meeting closed at 4:45pm

---

CHAIRMAN