

# Resources

## Scrutiny Commission

### 24<sup>th</sup> September 2018



**Report of:** Service Director - Legal & Democratic Services

**Title** Resources Scrutiny Commission - Annual Business Report 2018-19.

**Ward:** N/A

**Officer Presenting Report:** Johanna Holmes, Scrutiny Advisor

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#### Recommendations

1. To note chairing arrangements and elect a Vice Chair for the 2018-19 municipal year.
2. To note the Scrutiny Commission's Terms of Reference.
3. To note meeting dates.
4. To note the topics that were selected as priorities for the Commission at the OSMB workshop on the 30<sup>th</sup> May 2018.



## 1. Chairing arrangements

Cllr Clarke was appointed as the Chair of this commission at the OSM Board annual meeting on 18 June 2018. The commission is asked to formally elect a Vice-Chair.

## 2. Terms of Reference of the Commission

At its meeting on 22 May 2018, Full Council established this commission with the following terms of reference:

### **RESOURCES SCRUTINY COMMISSION**

#### **Terms of reference - Overview**

The role of the Commission is the overview and scrutiny in respect of the implementation of policies, decisions, performance and actions relating to the Resources Directorate with functions that include Legal, Finance, HR, ICT, Policy & Strategy, Procurement and Revenue and Benefits.

- A. To ensure that overview and scrutiny directly responds to corporate and public priorities, is used to drive service improvement, provides a focus for policy development and engages members of the public, key stakeholders and partner agencies.
- B. To action the annual work programme set by the Overview and Scrutiny Management Board using the following framework:
  - Scrutiny of corporate plans and other major plan priorities within its remit with particular reference to those areas where targets are not being met or progress is slow;
  - Input to significant policy developments or service reviews;
  - Review and scrutiny of decisions made, or other action taken in connection with the discharge of any functions which are the responsibility of the Mayor/Executive, functions which are not the responsibility of the Mayor/Executive, and functions which are the responsibility of any other bodies the Council is authorised to scrutinise.
  - To make reports and recommendations to Full Council, the Mayor/Executive and/or any other body on matters within their remit and on matters which affect the authority's area or the inhabitants of that area and to monitor the response, implementation and impact of recommendations.
  - To work in collaboration with the Mayor/relevant Executive Member and receive updates from that member on key policy developments, decisions taken or to be taken and progress against corporate priorities.

- To report to the Overview and Scrutiny Management Board on progress against the work programme and on any recommendations it makes.
- To develop a budget review process and ensure that budget proposals are subject to rigorous challenge.
- To report to the Overview and Scrutiny Management Board on progress against the work programme and on any recommendations it makes.

### **3. 2018-2019 Meeting Dates**

- 3pm, 24th September 2018
- 4pm, 6th December 2018
- 4pm, 28th February 2019

### **4. Topics that were selected as priorities for the Commission by the OSM Board:**

- ICT Systems and Strategy
- Commercialisation and Income Generation
- Workforce and Performance

#### **Plus the following Resources Directorate related Scrutiny Task Groups:**

- MTFP and the Budget
- Social Value, Procurement and SME's