

## MINUTES OF A MEETING OF THE EXECUTIVE SCRUTINY COMMITTEE HELD AT COUNTY HALL, CHELMSFORD ON 30 MAY 2012

### Present

S Candy	J W Pike
W J C Dick	Mrs I Pummell
M Mackrory (Chairman)	A Turrell
G McEwen	Mrs M J Webster
Mrs V Metcalfe	B Wood
G L Mitchinson	J A Young (Vice-Chairman)

The following officers were present in support of the meeting:

Robert Fox	Governance Officer
Ian Myers	Principal Committee Officer

### 1. Apologies for Absence and Substitutions

The Committee Officer reported apologies for absence from Councillors G Butland, N Edey substituted by Mrs M J Webster, A M Hedley, S Mayzes, M Page and J Roberts substituted by G McEwen.

### 2. Chairman

The Committee confirmed the appointment of Councillor M Mackrory, Leader of the Opposition, as the Chairman.

### 3. Vice Chairmen

The Committee confirmed the appointment of Councillors G Butland and J Young as the Vice-Chairmen.

### 4. Membership

The Committee noted the Membership which had been endorsed at the Full Council meeting which took place on 8 May 2012.

G Butland (Vice-Chairman)	G L Mitchinson
S Candy	M Page
W J C Dick	J W Pike
N Edey	Mrs I Pummell
A M Hedley	J Roberts
M Mackrory (Chairman)	A Turrell
S Mayzes	B Wood
Mrs V Metcalfe	J A Young (Vice-Chairman)

#### Named Substitutes

Mrs M J Webster	T Higgins
R Walters	

The Chairman welcomed Councillors Candy and Wood to the Committee.

The Chairman referred with sadness to the recent death of Councillor Tom Smith-Hughes, the former Chairman. The Committee paid tribute to Councillor Smith-Hughes' significant contribution to the work of the Committee.

The Chairman thanked Councillor M Lager for his contribution as Vice-Chairman and Councillor C Pond for his contribution as a Member of the Committee.

## 5. **Declarations of Interest**

There were no Declarations of Interest reported.

## 6. **Minutes**

The minutes of the meeting held on 3 April 2012 were approved as a correct record and signed by the Chairman.

The Committee **Agreed** that the Governance Officer would request a report from Keir Lynch, Executive Director for Transformation for the September meeting regarding progress made towards Local Pay Agreements.

## 7. **Forward Look**

The Committee considered the report (ES/009/12) presented by Robert Fox. The Committee **Agreed** the report subject to the amendments made in the meeting.

### **June 2012**

Capita Resourcing – original Task and Finish Group Members should be invited to the meeting  
Partnership Scoping Document

### **July 2012**

Partnerships Review  
Quarterly Budget Report  
Quarterly Performance Management Report

### **Absence Management**

This review was being undertaken by Community and Older People P&SC across the Directorates and should be completed by 2013. The Schools, Children and Families Directorate Absence Management Review had been completed. The review on Environment Sustainability & Highways Directorate would start in June 2012. The scrutiny report would be presented to the Scrutiny Board and then referred back to this Committee.

### **External Communications Task and Finish Group**

External Communications Task and Finish Group had its first meeting which provided valuable information. The next meeting would take place in June.

### **Equality Impact Assessment (EIA)**

Members were concerned that there should be consistency across the County. For the Council to obtain an excellent rating in the Self-Assessment for Equality and Diversity the EIA should be completed before any decision was taken.

The Committee **Agreed** that the Scrutiny Board should discuss this cross scrutiny issue.

### **Member Support Development and Effectiveness**

The Committee **Agreed** to have a specific report for the February meeting, on Member Induction, to ensure that all aspects of Member work/information would be covered in the Induction for new Members after the County Election in May 2013.

## 8. Work Programme 2012/13

The Committee considered the report (ES/010/12) presented by Robert Fox.

### Procurement Strategy

Members were concerned that Small and Medium Enterprises (SME) should have a chance at tendering for work from the County. The Committee **Agreed** to review the Property Strategy. Robert Fox would liaise with the Cabinet Member regarding when the report would be presented.

### Fixed Assets Register

The Committee **Agreed** to review this item in October 2012.

### The Changing Pattern of Finance within Local Government

The Committee **Agreed** to review this item in July 2012 after a Member briefing to all Members. Robert Fox would liaise with Joanna Boaler, Member Support Manager.

### Developing the Localism Agenda

The Committee **Agreed** that:

- I) There was no need for a review on Petitions until after the Government review on Petitions;
- II) The Big Society Revenue and Capital Fund should be reviewed in October/November 2012. Councillor Jowers should be invited to present a report.

### Health and Safety at Work

The Committee **Agreed** that Health and Safety was intrinsic in the County's policies and therefore a review would be required.

### Other Issues

The committee **Agreed** that:

- I) The 2012 Games Legacy item should be taken to the Scrutiny Board to be reviewed later in the year;
- II) Robert Fox would provide Scoping Documents for the June meeting;
- III) Financial Reports should be sent out to the Committee in advance of the statutory guidelines to enable Members to digest the information;
- IV) Reports which include RAG information should be printed in Black and White with the words Red, Amber and Green in the statistics.

## 9. Dates of Future Meetings 2012

The Committee **Agreed** the following dates:

Date	Time	Venue
Tuesday, 26 June	10 a.m.	Committee Room 2
Tuesday, 24 July	10 a.m.	Committee Room 2
Tuesday, 11 September	10 a.m.	Committee Room 2

Wednesday, 24 October	10 a.m.	Committee Room 2
Tuesday, 4 December	10 a.m.	Committee Room 2

There being no urgent business the meeting closed at 10.55 am.

Chairman  
24 July 2012