

SOUTHEND-ON-SEA BOROUGH COUNCIL

Meeting of Chairmen's Scrutiny Forum

Date: Tuesday, 20th June, 2017

Place: Committee Room, Civic Centre, Southend-on-Sea

Present: Councillors B Ayling, C Nevin and P Wexham

In Attendance: J K Williams, F Abbott and T Row

Start/End Time: 5.00 - 5.45 pm

1 Appointment of Chairman for Municipal Year

Resolved:-

That Councillor Ayling be appointed Chairman of the Forum for the current Municipal Year.

2 Apologies for Absence

Apologies for absence were received from Councillors Davies and Kenyon.

3 Declarations of Interest

No declarations of interest were made at the meeting.

4 Role of Forum - extract from Constitution

The Director of Legal & Democratic Services outlined the role and constitution of the Forum.

5 Minutes of the Meeting held on Tuesday, 28th June, 2016

The Forum noted that the meeting scheduled for January 2017 had been postponed due to the weather conditions and the apologies received.

Resolved:-

That the Minutes of the Meeting held on Tuesday, 28th June 2016 be confirmed as a correct record.

6 Discussion on potential In depth scrutiny projects for 2017/18 for Place, People & Policy & Resources Scrutiny Committees

The Forum discussed potential in depth scrutiny projects for 2017/18 for each of the three Scrutiny Committees. Each Committee is due to agree its in depth

project at the July meetings. The list of projects undertaken by the Council since 2010 was noted.

It was agreed that the Scrutiny Chairmen and Vice Chairmen should consider the suggestions further.

7 Scrutiny training

The Scrutiny Officer said that she would be happy to arrange some training for Scrutiny members as and when required during the Municipal Year. The Director confirmed that he is happy to provide advice to individual Members on procedural issues.

8 Any Items from Forum Members

Working relationships between Councillors and Officers – item raised by Cllr Ayling who was concerned that in certain service areas Members queries were not responded to promptly and in some cases the issues were not dealt with properly. The Director of Legal & Democratic Services said that this was not a scrutiny matter as such and that it could be something the respective Group Leaders could take forward as part of their regular meetings with the Chief Executive.

The Forum also noted the *Protocol on Member / Officer Relations*, in Part 5(d) of the Constitution.

9 Date of next meeting

The next meeting of the Forum will be arranged for late November 2017 (date to be confirmed).