

# Southend-on-Sea Borough Council

Department of the Chief Executive

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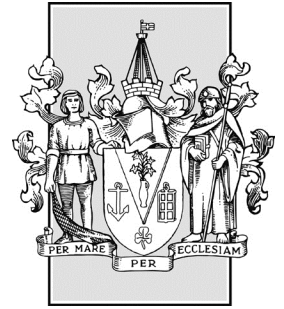
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## PEOPLE SCRUTINY COMMITTEE - TUESDAY, 28TH NOVEMBER, 2017

I refer to the agenda for the meeting on 28<sup>th</sup> November and now attach the following to be taken at agenda item 15 at the meeting:-

### Agenda No Item

15. Minutes of Chairmen's Scrutiny Forum held Monday 20th November 2017

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**SOUTHEND-ON-SEA BOROUGH COUNCIL**

**Meeting of Chairmen's Scrutiny Forum**

**Date: Monday, 20th November, 2017**  
**Place: Committee Room 2 - Civic Suite**

**15**

**Present:** Councillor B Ayling (Chair)  
Councillors C Nevin and P Wexham

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

**Start/End Time:** 6.00 - 6.45 pm

**1 Apologies for Absence**

Apologies for absence were received from Councillors Davies, Kenyon and Robinson.

**2 Declarations of Interest**

No declarations of interest were made at the meeting.

**3 Minutes of the Meeting held on Tuesday, 20th June, 2017**

Resolved:-

That the Minutes of the Meeting held on Tuesday, 20<sup>th</sup> June, 2017 be confirmed as a correct record and signed.

**4 Update on in depth projects 2017/18**

The Forum received an update and discussed the progress on the in depth scrutiny projects being undertaken in 2017/18:-

- (a) Connecting communities to avoid isolation – People Scrutiny Committee
- (b) Maximising the use of technology through Smart Cities and Digital Futures agendas – Place Scrutiny Committee
- (c) Enforcement resources for Southend – Policy & Resources Scrutiny Committee.

**5 Any Items from Forum Members**

Training

The Forum discussed training provided in relation to the Scrutiny function including a recent event at Thurrock Council on 13<sup>th</sup> November 2017 which had been attended by Councillor Davies. The slides used in the training will be circulated to the Forum when available.

In terms of future training requirements, an in-house session targeted at new Members (and co-opted members) will be organised early in the new Municipal Year. The session will be based on the Scrutiny Guide which is kept up to date

and is available on the Council's website. Officers confirmed that they will be happy to arrange additional Scrutiny training as and when required.

**6 Date of next meeting**

The next meeting of the Forum will be held in late May / early June 2018.