
Report to Council

Date of Meeting: 22nd April 2010

Subject: Scrutiny Committee Annual Plan

Report by: Convenor of the Scrutiny Committee

1.0 Purpose

- 1.1. The purpose of this report is to request Council approval of the Annual Scrutiny Plan agreed by Scrutiny Committee and attached as Appendix 1.

2.0 Recommendations

- 2.1. To approve the Scrutiny Plan for the period April 2010 to January 2011.

3.0 Considerations

- 3.1. The Scrutiny Plan outlines the timetable for the presentation of reports to Scrutiny Committee.
- 3.2. The Plan covers the period April 2010 through to January 2011.
- 3.3. The remit of Scrutiny Committee is set out in the Scheme of Delegation approved by Council.

4.0 Sustainability Implications

- 4.1. N/A

5.0 Resource Implications

5.1. Financial Details

- 5.2. It is not anticipated that there will be any direct financial implications arising from this report.

5.3. Staffing

- 5.4. Officer time will be required to support the Scrutiny Committee.

6.0 Exempt Reports

6.1. Is this report exempt? Yes (please detail the reasons for exemption below) No

7.0 Declarations

The recommendations contained within this report support or implement our Corporate Priorities and Council Policies.

(1) **Our Priorities 2008 - 2011** (Please double click on the check box)

The area has a positive image and attracts people and businesses	<input type="checkbox"/>
Our communities are more cohesive and inclusive	<input type="checkbox"/>
People are better skilled, trained and ready for learning and employment	<input type="checkbox"/>
Our communities are safer	<input type="checkbox"/>
Vulnerable people and families are supported	<input type="checkbox"/>
Substance misuse and its effects are reduced	<input type="checkbox"/>
Health is improving and health inequalities are reducing	<input type="checkbox"/>
The environment is protected and enhanced for all	<input type="checkbox"/>
The Council is effective, efficient and recognised for excellence	<input checked="" type="checkbox"/>

(2) **Council Policies** (Please detail)

8.0 Equalities Impact

8.1 Have you undertaken the required equalities impact assessment to ensure that no groups are adversely affected by the recommendations?

Yes No

9.0 Legality

9.1 It has been confirmed that in adopting the recommendations contained in this report, the Council is acting within its legal powers. Yes

10.0 Appendices

10.1 Please list any appendices attached to this report. If there are no appendices, please state "none".

Appendix 1 - Scrutiny Plan.

11.0 Background Papers

11.1 Have you used other documents to compile your report? (All documents must be kept available by the author for public inspection for four years from the date of meeting at which the report is considered)

Yes (please list the documents below) No

Author(s)

NAME	DESIGNATION	TEL NO / EXTENSION
Councillor Donald Balsillie	Scrutiny Committee Convener	01259 452005

Approved by

NAME	DESIGNATION	SIGNATURE
Councillor Donald Balsillie	Scrutiny Committee Convener	Signed: D Balsillie

SCRUTINY COMMITTEE MEETINGS

DRAFT TIMETABLE

Date	Reports
8 April 2010	Budget Monitoring Reports: <ul style="list-style-type: none"> • General Fund Revenue • General Services Capital • Housing Revenue & Capital Corporate Parenting Quality Report of Child Care Registered Services Service Business Plans
20 May 2010	KPIs: End of Year Report Clacks Improvement Model: End of Year Progress Report Internal Audit Update Report to 31 March 2010 Annual Audit Report 2009/10 HMle Report Quality Report Adult Day Services Management Response on External Audit Report 2008/9 Budgetary Control and Financial Reporting Arrangements Community Planning
24 June 2010	Risk Management : End of Year Risk Management Progress Report Best Value 2 Report Statutory Complaints Annual Report - Social Services 2009/10 Quality Report Older Peoples Services Corporate Plan 2008-2011 : End of Year Progress Report Council Approach to the National Fraud Initiative
September 2010	Internal Audit Update Report to 30 June 2010 Single Outcome Agreement 2009/10 : End of Year Progress Report Review of How the Scrutiny Committee Discharges Its Functions External Audit Report on Governance Freedom of Information (6 monthly reporting)
October 2010	Budget Monitoring Reports: <ul style="list-style-type: none"> • General Fund Revenue • General Services Capital • Housing Revenue & Capital Education and Community Services Standards and Quality Report
December 2010	Risk Management Progress Report Internal Audit Update Report to 30 September 2009
January 2011	Budget Monitoring Reports: <ul style="list-style-type: none"> • General Fund Revenue • General Services Capital • Housing Revenue & Capital Child Protection Committee Annual Report Forward Plan for Scrutiny Committee Timetable

Dates to be confirmed:
 Balanced Scorecards/ PSIF Reporting

Reports Being Consider by Council:
 Kitchen Contract Legal Outcome
 2009/10 Council Financial Position
 Telecare

In 2009/2010 the scrutiny committee has made slow progress due to limited staff and elected member time capacity to deal with the additional areas identified by the committee namely-

The Community Planning Framework
 Educational Attainment
 Special Needs Adaptations

It is still the committees desire that these issues be examined and reported on in the next reporting year 2010/2011 as well as any additional external Audit recommendations or requirements.

Cllr Donald Balsillie
 29/3/2010

