

SCRUTINY PROGRAMME BOARD

16 October 2024

Present:

Councillor Matthew Williams (Chair)

Councillors Mitchell, M, Parkhouse, Pole and Rees

Also present:

Head of Legal and Democratic Services & Monitoring Officer, Democratic Services
Manager, Democratic Services Officer (PMD) and Democratic Services Officer (LS)

47 Apologies

There were no apologies for absence.

48 Scrutiny Note of 5 September 2024 Meeting

The Scrutiny Note of the previous meeting held on 5 September 2024 was agreed as a true and accurate record.

49 Scrutiny Proposals Submitted by Members

The following proposals were received and discussed where appropriate:

- A. The work of Citizens Advice in Exeter and how the Exeter City Council can support its ongoing work and activities (Cllr Mitchell)
Report to CFSC 28 November 2024 alongside a report from CAB(Exeter), scoping as set out below:

1- An officer report, to cover:-

- the history of the relationship between Exeter City Council and Citizens' Advice;
- key questions about Citizens' Advice and about the end of the funding; and
- context of other voluntary-sector organisations funded.

2- An appendix, written by CA, covering:-

- business plan;
- summary of current position;
- work in the community currently taking place;
- relationship with other bodies;
- any recommendations they may have;
- what services do they provide that no one else does?; and
- how ECC money has been – and is being – spent.

- B. Scrutiny discussion around key people activity across the council with following aims: to widen general knowledge of elected members in this area; To have a focussed look at opportunities and challenges around People; Ensure we are able to offer support to the portfolio holder for this area and officers working within HR with their review and strategy moving forward; To

determine key people data that we would like to see presented as part of budget scrutiny moving forward (Cllr Palmer).

50 Draft Scrutiny Annual Report July 2023 - April 2024

The Draft Scrutiny Annual Report July 2023-April 2024 was received and the Democratic Services Officer explained that this was an interim report and a new format would be implemented with more opportunity to demonstrate impact.

The report would be presented to each committee once signed by Councillor Allcock as Chair for the period covered.

51 Draft Scrutiny Work Plan

During discussion Members noted the following:

- that a Golden Thread from scoping to outcome would be desirable;
- the addition of a case study could be helpful;
- that work planning was key to keep agendas manageable;
- that budget monitoring could come before budget setting; and
- Portfolio Holder areas no longer align with the two scrutiny committees.

Members noted the Draft Scrutiny Work Plan.

52 Any Other Business

During discussion the following points were made:

- although the constitution does not require Members to submit questions to Scrutiny in advance it would be helpful to Portfolio Holders and officers alike if questions were submitted with sufficient notice;
- written responses to questions could be included in the minutes; and
- a suggestion of a standing agenda item on Executive agenda of 'Matters referred by Scrutiny Committees'.

Date of next meeting week commencing 6 January 2025.

The meeting commenced at 5.30 pm and closed at 7.40 pm

Chair