

## CONSTITUTION COMMITTEE

<b>Date of Meeting</b>	Wednesday, 5 <sup>th</sup> October 2016
<b>Report Subject</b>	Draft Overview & Scrutiny Annual Report
<b>Report Author</b>	Member Engagement Manager

### EXECUTIVE SUMMARY

The Overview & Scrutiny Annual report is drafted on an annual basis by the officer team in consultation with the relevant committee chairs. The draft for 2015/16 includes an article on the use of call in, as requested at Council on 20<sup>th</sup> October 2015, when the last Annual Report was considered and approved. The draft report is attached for comment and approval.

### RECOMMENDATIONS

1	That the committee consider and comment on the draft Overview & Scrutiny Annual Report for 2015/16, which will be used to provide a foreword to the Annual Report (paragraph 1.05 refers).
2	That if the committee is minded to approve the report that it be forwarded to the Council at its next meeting.

## **REPORT DETAILS**

<b>1.00</b>	<b>THE OVERVIEW &amp; SCRUTINY ANNUAL REPORT</b>
1.01	Under section 7.4.5 of the Constitution, 'the Overview & Scrutiny Committees must report annually to the Full Council on their workings with recommendations for their future work programme and amended working methods if appropriate'.
1.02	Membership of the six Overview & Scrutiny committees is open to all 62 non- executive members of the council. In addition, the education & Youth Overview & Scrutiny committee has five statutory co-optees as voting members. These are (a) One representative of the Church in Wales (b) One representative of the Roman Catholic Church (c) Three representatives of parent governors.
1.03	The work programmes for Overview & Scrutiny committees are considered and amended where necessary at each ordinary meeting of each of the committees. Any updates are then included in the corporate forward work programme which is published with the agenda for the monthly meeting of the Cabinet.
1.04	When the previous Annual Report was considered by Council (20 <sup>th</sup> October 2015 a request was made for details of the call in process. An appropriate article has been included in the draft annual report now submitted.
1.05	In a departure from our previous practice, the foreword has not been drafted: it is suggested that this be done to reflect the committee's consideration of the Annual Report and be inserted before submission to Council.

<b>2.00</b>	<b>RESOURCE IMPLICATIONS</b>
2.01	There are no resource implication arising specifically from this report.

<b>3.00</b>	<b>CONSULTATIONS REQUIRED / CARRIED OUT</b>
3.01	The Overview & Scrutiny Chairs for the 2015/16 municipal year have been consulted on aspects of the report which relate to their respective committees.

<b>4.00</b>	<b>RISK MANAGEMENT</b>
4.01	No risks were identified during the preparation of the report. Production of the report fulfils a constitutional requirement. No specific anti-poverty, environment and equalities issues were identified.

<b>5.00</b>	<b>APPENDICES</b>
5.01	Draft Overview & Scrutiny Annual Report for 2015/16.

<b>6.00</b>	<b>LIST OF ACCESSIBLE BACKGROUND DOCUMENTS</b>
6.01	<p>Overview &amp; Scrutiny Annual Report for 2014/15 together with relevant minutes of the Constitution Committee on 5<sup>th</sup> October 2015 and Council on 20<sup>th</sup> October 2015</p> <p><b>Contact Officer:</b> Robert Robins, Member Engagement Manager  <b>Telephone:</b> 01352 702320  <b>E-mail:</b> <a href="mailto:Robert.robins@flintshire.gov.uk">Robert.robins@flintshire.gov.uk</a></p>

<b>7.00</b>	<b>GLOSSARY OF TERMS</b>
7.01	None of the terms used within this report are 'technical' in nature and so no acronyms have been used.