

Title: End of Term Report

Lead Officer: Lesley Dury, Principal Committee Services Officer

Portfolio Holder: Not applicable

Wards of the District directly affected: Not applicable

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## Summary

This report is the annual end of term report to the Council on the work the Overview & Scrutiny Committee has undertaken during the municipal year 2021/22. The Committee met 9 times during the year, although its first meeting was just to appoint the Chair of the Committee. It also held an informal meeting to scrutinise the "Developing a Digital Strategy for South Warwickshire" report.

## Recommendations

- (1) That it be recommended to Council that the list of matters considered by the Overview & Scrutiny Committee during the municipal year 2021/22, as detailed in Appendix A to the report, be noted.
  - (2) That prior to submission to Council, the report be updated to include the meetings of the Overview & Scrutiny Committee and any responses from Cabinet that took place in April 2022.
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## 1 Background/Information

- 1.1 The way the Overview & Scrutiny Committee operates is spelt out in Part 4 of the Council's Constitution, pages E31 to E36. Article 6 in the Constitution defines the Committee's remit.
- 1.2 Article 6 mandates that the Committee must report annually to Council on its workings and make recommendations for future work programmes and amended working methods if appropriate.
- 1.3 The Committee has its own Work Programme, the content of which is set by the Members of the Committee and "in so doing they shall take into account wishes of Members on that Committee who are not Members of the largest group on the Council".<sup>1</sup>
- 1.4 The Committee also call in for scrutiny reports that are to be considered by Cabinet and the criteria for call in is laid out in the Overview & Scrutiny Procedure Rules in the Constitution.

## 2 Alternative Options available to Overview & Scrutiny Committee

- 2.1 There are no alternative options because this report complies with the requirements of Article 6 of the Council's Constitution.

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<sup>1</sup> Constitution, Part 4, Overview & Scrutiny Procedure Rules

### **3 Consultation and Member's comments**

- 3.1 Not applicable because the report content is taken from minutes of meetings that have already occurred. The Chair of the Committee, Councillor Milton has written the Chair's Introduction.

### **4 Implications of the proposal**

#### **4.1 Legal/Human Rights Implications**

- 4.1.1 There are no legal or human rights implications in this report.

#### **4.2 Financial**

- 4.2.1 There are no financial or budgetary considerations in this report.

#### **4.3 Council Plan**

- 4.3.1 This report is for governance purposes and allows an overview of the previous 12 months' work.
- 4.3.2 The work carried out by the Committee helps the Council to improve in line with its priority to manage services openly, efficiently, and effectively.
- 4.3.3 The report is made annually as a matter of good practice and Council policy.

#### **4.4 Environmental/Climate Change Implications**

- 4.4.1 There are no environmental or climate change implications

#### **4.5 Analysis of the effects on Equality**

- 4.5.1 There are no effects on equality.

#### **4.6 Data Protection**

- 4.6.1 There are no Data Protection implications

#### **4.7 Health and Wellbeing**

- 4.7.1 There are no Health and Wellbeing implications.

### **5 Risk Assessment**

- 5.1 There are no risks associated with this report which is purely provided as a matter of good practice and Council policy concerning Scrutiny Committees.

### **6 Conclusion/Reasons for the Recommendation**

- 6.1 Under Article 6 of the Council's Constitution, Overview & Scrutiny Committees and Policy Committees are required to provide an end of term report to the Council on the work they have undertaken during the year.

- 6.2 The matters considered during the year are attached at Appendix A to the report. This will be updated to include matters considered at this meeting before it is submitted to Council.

- 6.3 A full account of the work undertaken by the Overview & Scrutiny Committee for the municipal year 2021/22 will be submitted to Council.

### **Background papers:**

Only minutes of both Overview & Scrutiny Committee and of Cabinet have been referred to in the preparation of this report. These are published on the Council's website.

## Report Information Sheet

Please complete and submit to Democratic Services with draft report

<b>Committee/Date</b>	Overview & Scrutiny Committee, 12 April 2022	
<b>Title of report</b>	End of Term Report	
<b>Consultations undertaken</b>		
<b>Consultee *required</b>	<b>Date</b>	<b>Details of consultation /comments received</b>
<b>Ward Member(s)</b>	N/A	
<b>Portfolio Holder WDC &amp; SDC *</b>	N/A	
<b>Financial Services *</b>	N/A	
<b>Legal Services *</b>	N/A	
<b>Other Services</b>	N/A	
<b>Chief Executive(s)</b>	17.03.22	Andrew Jones
<b>Head of Service(s)</b>	18.03.22	Phil Grafton
<b>Section 151 Officer</b>	N/A	
<b>Monitoring Officer</b>	18.03.22	Phil Grafton
<b>CMT (WDC)</b>	17.03.22	Andrew Jones
<b>Leadership Co-ordination Group (WDC)</b>	N/A	
<b>Other organisations</b>		
<b>Final decision by this Committee or rec to another Cite/Council?</b>	No	The report will go to Council for noting
<b>Contrary to Policy/Budget framework</b>	No	
<b>Does this report contain exempt info/Confidential? If so, which paragraph(s)?</b>	No	
<b>Does this report relate to a key decision (referred to in the Cabinet Forward Plan)?</b>	No	
<b>Accessibility Checked?</b>	Yes	