

## Report of the Chair

### Scrutiny Programme Committee – 27 October 2014

#### FUTURE CABINET MEMBER QUESTION SESSIONS

<b>Purpose</b>	To provide the committee with a draft schedule of future Cabinet Member Question Sessions following recent Cabinet changes.
<b>Content</b>	A list of Cabinet Members and proposed date of attendance at the committee is provided.
<b>Councillors are being asked to</b>	Agree the proposed schedule of future Cabinet Member Question Sessions.
<b>Lead Councillor(s)</b>	Councillor Mike Day, Chair of the Scrutiny Programme Committee
<b>Lead Officer(s)</b>	Dean Taylor, Director – Corporate Services
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#### 1. Introduction

- 1.1 One of the most important roles that scrutiny carries out is holding the council's cabinet to account. By acting as a 'critical friend' scrutiny has the opportunity to challenge the cabinet and individual cabinet members on their actions and monitor performance in relation to their areas of responsibilities.
- 1.2 Cabinet Member Question Sessions have become a feature of committee meetings over the past 2 years. At least one cabinet member being scheduled for each meeting, in order to ensure all cabinet members appear before the committee over the course of a year.
- 1.3 There has been a recent change to Cabinet Members and portfolios which required the committee to review its plan for future question sessions and agree arrangements for the remaining committee meetings, in order to ask questions on their work.

## 2. Proposed Schedule of Future Cabinet Member Question Sessions

2.1 The following timetable for Cabinet Member Question Sessions is proposed:

Committee	Cabinet Member(s)
24/11/14	<ul style="list-style-type: none"><li>• Cllr. Rob Stewart (Leader) - Finance &amp; Strategy</li></ul>
22/12/14	<ul style="list-style-type: none"><li>• Cllr. Christine Richards (Deputy Leader) - Services for Children &amp; Young People</li><li>• Cllr. Jennifer Raynor – Education</li></ul>
19/1/15	<ul style="list-style-type: none"><li>• Cllr. Jane Harris - Services for Adults &amp; Vulnerable People</li><li>• Cllr. Mark Child - Wellbeing &amp; Healthy City</li></ul>
16/2/15	<ul style="list-style-type: none"><li>• Cllr. Mark Thomas - Environment &amp; Transportation</li><li>• Cllr. Robert Francis-Davies - Enterprise, Development &amp; Regeneration</li></ul>
16/3/15	<ul style="list-style-type: none"><li>• Cllr. David Hopkins - Communities &amp; Housing</li><li>• Cllr. Will Evans - Anti Poverty</li></ul>
13/4/15	<ul style="list-style-type: none"><li>• Cllr. Clive Lloyd - Transformation &amp; Performance</li></ul>

2.2 This will ensure that all 10 Cabinet Members appear before the committee during the remainder of the municipal year.

## 3. Approach to Questioning Sessions

3.1 At the Cabinet Member Question Sessions the committee will generally ask cabinet members about:

- portfolio objectives
- specific activities and achievements, progress against policy commitments, key decisions taken, and impact / difference made
- headlines with regard to the performance of services within the portfolio
- key targets to measure improvement and success
- their engagement with service users / public and what influence this has had
- what they hope to achieve over the next 12 months (plans / priorities)
- challenges ahead (e.g. resources / budget)
- engagement with scrutiny on portfolio issues

3.2 Following each session the chair will write to the Cabinet Member in order to capture the main issues discussed, views expressed by the committee, and any actions for the Cabinet Member to consider.

3.3 If the committee wishes to conduct more detailed scrutiny of any of the issues raised during questioning sessions then this should be agreed through the normal work planning process and planned for a future meeting. This will also allow proper time for preparation.

#### **4. Legal Implications**

4.1 There are no specific legal implications raised by this report.

#### **5. Financial Implications**

5.1 There are no specific financial implications raised by this report.

Background Papers: None

15 October 2014

Legal Officer: Nigel Havard

Finance Officer: Ben Smith