

**ANNUAL CITY COUNCIL – 23 MAY 2011**

**REPORT OF THE LEADER OF THE COUNCIL**

**APPOINTMENTS TO AND FIRST MEETINGS OF COMMITTEES/BOARD  
AND JOINT BODIES 2011-2012 – OVERVIEW AND SCRUTINY**

This addendum contains details of group nominations and substitutes, for noting and agreement in line with recommendations contained in my report for Overview and Scrutiny.

The appendices in this addendum are as follows:

Appendix 1:

Proposed membership, substitutes, chairing arrangements (including review panel chairs), terms of reference and first meeting date of the Overview and Scrutiny Committee.

**OVERVIEW AND SCRUTINY****OVERVIEW AND SCRUTINY COMMITTEE****Membership**

It is proposed that the Overview and Scrutiny Committee comprises 16 members. Ordinarily, Overview and Scrutiny Committees should be politically balanced, in which case 15 seats would be allocated to the Labour Group and 1 to the Conservative Group.

However, seats may be allocated differently by a unanimous resolution of Council and, on this basis, it is proposed that membership for the Overview and Scrutiny Committee is agreed as follows:

Labour Group:	12
Conservative Group:	2

plus 2 Independent Members to be appointed by a process determined by the Overview and Scrutiny Committee.

**Labour Group**

Councillor E Dewinton  
 Councillor R Healey  
 Councillor G Jenkins  
 Councillor G Khan  
 Councillor G Klein  
 Councillor I MacLennan  
 Councillor T Molife  
 Councillor J Morris  
 Councillor B Parbutt (Chair)  
 Councillor S Williams  
 To be confirmed  
 To be confirmed

**Conservative Group**

Councillor G Culley  
 Councillor E Morley  
  
 Substitutes -  
 Councillor S Parton  
 Councillor T Spencer  
 Councillor R Steel

## Substitutes -

TBC  
 TBC  
 TBC  
 TBC  
 TBC  
 TBC

**Chairing arrangements**

From the above membership, 5 scrutiny chairs (to include the Chair of the Overview and Scrutiny Committee and the Chair of the Health Panel) will be appointed.

Health Panel Chair: Councillor G Klein

Review Panel Chair 1: Councillor E Dewinton  
Review Panel Chair 2: Councillor G Jenkins  
Review Panel Chair 3: to be confirmed

### Terms of reference

- (a) To set, manage and co-ordinate the overview and scrutiny work programme to ensure all statutory roles and responsibilities accorded to the overview and scrutiny function are fulfilled, including the ability to:
  - i. hold local decision-makers, including the Council's Executive, to account for their decisions, action and performance;
  - ii. review policy and contribute to the development of new policy and the strategy of the Council and other local decision-makers where it impacts on Nottingham residents;
  - iii. explore any matters affecting Nottingham and/ or its residents;
  - iv. make reports and recommendations to relevant local agencies with respect to the delivery of their functions, including the Council and its Executive;
- (b) to maintain an overview of key strategic issues relevant to Nottingham and its residents to inform decisions about the work programme so that it is focused on, and adds value by the examination of, issues of local importance and concern;
- (c) to commission time-limited review panels (no more than 3 major reviews at any one time) to carry out an individual review in accordance with the overview and scrutiny work programme. This commissioning includes setting the remit, initial timescale, size of membership and chair of the panel to meet the needs of the review being undertaken;
- (d) to monitor the effectiveness of the overview and scrutiny work programme and the impact of outcomes from overview and scrutiny activity, including the outcomes of review panels;
- (e) to establish a sub-committee known as the Health Panel, to fulfil the statutory health scrutiny function, scrutinise the arrangements for the commissioning and delivery of local health services, and consider any matters referred to it by the Overview and Scrutiny Committee to support effective delivery of the overview and scrutiny work programme;
- (f) to establish a sub-committee known as the Call-In Panel to meet as required to consider call-in requests in accordance with the Council's Call-In Procedure;
- (g) to consider requests for councillor calls for action;
- (h) to receive petitions in accordance with the Council's Petitions Scheme;
- (i) to commission separate policy briefings to inform councillors about current key issues relevant to Nottingham, to aid decisions about the future overview and scrutiny work programme and prepare councillors to

undertake overview and scrutiny work that has already been commissioned;

- (j) to co-opt people from outside the Council to sit on any of the overview and scrutiny bodies as relevant to support effective delivery of the overview and scrutiny work programme;
- (k) to establish a pool of no more than 5 scrutiny chairs (the membership of which will include the Chair of the Overview and Scrutiny Committee and the Chair of the Health Panel) who will chair review panels and/or the Call-in Panel as required by the Overview and Scrutiny Committee.

Date of first meeting

Overview and Scrutiny Committee - 27 July 2011 at 2.00 pm