

# Agenda for a meeting of the Corporate Overview and Scrutiny Committee to be held on Wednesday, 5 April 2017 at 5.30pm in Committee Room 1 - City Hall, Bradford

## Members of the Committee – Councillors

CONSERVATIVE	LABOUR	LIBERAL DEMOCRAT	THE INDEPENDENTS
BM Smith Rickard Cooke	Warburton Green Arshad Hussain Watson Bacon	J Sunderland	Naylor

## Alternates:

CONSERVATIVE	LABOUR	LIBERAL DEMOCRAT	THE INDEPENDENTS
Mallinson Townend M Pollard	Greenwood T Hussain Thirkill Jamil Shaheen	Ward	Hawkesworth

## Notes:

- This agenda can be made available in Braille, large print or tape format on request by contacting the Agenda contact shown below.
- The taking of photographs, filming and sound recording of the meeting is allowed except if Councillors vote to exclude the public to discuss confidential matters covered by Schedule 12A of the Local Government Act 1972. Recording activity should be respectful to the conduct of the meeting and behaviour that disrupts the meeting (such as oral commentary) will not be permitted. Anyone attending the meeting who wishes to record or film the meeting's proceedings is advised to liaise with the Agenda Contact who will provide guidance and ensure that any necessary arrangements are in place. Those present who are invited to make spoken contributions to the meeting should be aware that they may be filmed or sound recorded.
- If any further information is required about any item on this agenda, please contact the officer named at the foot of that agenda item.

## From:

Parveen Akhtar

City Solicitor

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## To:



## A. PROCEDURAL ITEMS

### 1. ALTERNATE MEMBERS (Standing Order 34)

The City Solicitor will report the names of alternate Members who are attending the meeting in place of appointed Members.

### 2. DISCLOSURES OF INTEREST

(Members Code of Conduct - Part 4A of the Constitution)

To receive disclosures of interests from members and co-opted members on matters to be considered at the meeting. The disclosure must include the nature of the interest.

An interest must also be disclosed in the meeting when it becomes apparent to the member during the meeting.

*Notes:*

- (1) *Members may remain in the meeting and take part fully in discussion and voting unless the interest is a disclosable pecuniary interest or an interest which the Member feels would call into question their compliance with the wider principles set out in the Code of Conduct. Disclosable pecuniary interests relate to the Member concerned or their spouse/partner.*
- (2) *Members in arrears of Council Tax by more than two months must not vote in decisions on, or which might affect, budget calculations, and must disclose at the meeting that this restriction applies to them. A failure to comply with these requirements is a criminal offence under section 106 of the Local Government Finance Act 1992.*
- (3) *Members are also welcome to disclose interests which are not disclosable pecuniary interests but which they consider should be made in the interest of clarity.*
- (4) *Officers must disclose interests in accordance with Council Standing Order 44.*

### 3. MINUTES

**Recommended –**

**That the minutes of the meeting held on 2 February 2017 be signed as a correct record (previously circulated).**

(Yusuf Patel – 01274 434579)



#### 4. INSPECTION OF REPORTS AND BACKGROUND PAPERS

(Access to Information Procedure Rules – Part 3B of the Constitution)

Reports and background papers for agenda items may be inspected by contacting the person shown after each agenda item. Certain reports and background papers may be restricted.

Any request to remove the restriction on a report or background paper should be made to the relevant Strategic Director or Assistant Director whose name is shown on the front page of the report.

If that request is refused, there is a right of appeal to this meeting.

Please contact the officer shown below in advance of the meeting if you wish to appeal.

(Yusuf Patel - 01274 434579)

#### 5. REFERRALS TO THE OVERVIEW AND SCRUTINY COMMITTEE

No referrals were made at the time of the publication of the agenda.

### B. OVERVIEW AND SCRUTINY ACTIVITIES

#### 6. MANAGING ATTENDANCE

1 - 10

The Director of Human Resources will submit a report (**Document “AO”**) which provides an update with regards to managing attendance Authority Wide as requested in the Committee Resolution of 3 February 2016.

The report illustrates an Authority Wide overview with Departmental actions outlined.

#### **Recommended –**

- (1) That the Corporate Overview and Scrutiny Committee considers the report and challenges to both sustain and further improve performance.**
- (2) That all Departments continue to prioritise sickness absence and maintain all efforts to further improve performance.**

(Michelle Moverley – 01274 437883)



**7. INCOME STREAMS OF ADULT AND COMMUNITY SERVICES AND CHILDREN'S SERVICES** 11 - 20

At the Corporate Overview and Scrutiny meeting held on 3rd November 2016, a request for a more detailed report on the income streams of both Adult and Community Services and Children's Services was made following the presentation of Document V - Report on Income generated by Council Services from fees and charges.

The Strategic Director Health and Wellbeing will submit a report (**Document "AP"**) which details the income streams of Adult and Community Services and Children's Services.

**Recommended –**

**That members consider the content of the report**

(Wendy Wilkinson / Raj Sing - 01274 434163/2465)

**8. COUNCIL TAX COLLECTION** 21 - 30

The Strategic Director Corporate Services will submit a report (**Document "AQ"**) which details the performance of Council Tax collection and the Council Tax Reduction scheme, and the current and future challenges affecting council tax collection and council tax support arrangements.

**Recommended –**

**(1) That the Committee notes the on-going work to both increase council tax collection and to support the District's most vulnerable residents.**

**(2) That the Committee consider the issues highlighted in the report and express its views on the development and delivery of future Council Tax Support arrangements.**

(Martin Stubbs - 01274 432056)

**9. IMPROVING OUR CORPORATE APPROACHES TO CONSULTATION** 31 - 44

The Chief Executive will submit a report (**Document "AR"**) which provides information on the review and improvement of the corporate approach to consultation and engagement.



**Recommended –**

- (1) The views, comments and observations of the Corporate Overview and Scrutiny Committee on the consultation improvement plan are requested.**
- (2) Members are asked for their perspectives of the corporate approach to consultation and to identify what information and training needs they may have.**

(Fiona Natarajan – 01274 434812 / Kate McNicholas - 01274 431761)

**10. CORPORATE OVERVIEW AND SCRUTINY COMMITTEE - WORK PROGRAMME 2016/17** 45 - 58

The Chair of the Corporate Overview and Scrutiny Committee will submit a report (**Document “AS”**) which sets out the Corporate Overview and Scrutiny Committee work programme for 2016/17.

**Recommended –**

- (1) That members consider and comment on the areas of work included in the work programme.**
- (2) That members consider any detailed scrutiny reviews that they may wish to conduct.**

(Mustansir Butt – 01274 432574)

THIS AGENDA AND ACCOMPANYING DOCUMENTS HAVE BEEN PRODUCED, WHEREVER POSSIBLE, ON RECYCLED PAPER

