

Report of the Chair of the Corporate Overview and Scrutiny Committee to be held on Thursday 22 March 2018

AK

Subject:

Scrutiny Review into Managing Attendance across Bradford Council – Draft Terms of Reference.

Summary statement:

This report presents the DRAFT Terms of Reference for the Scrutiny Review of Managing Attendance across Bradford Council.

Cllr Arshad Hussain
Chair – Corporate Overview and Scrutiny
Committee

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Portfolio:

**Corporate.
Safer and Stronger Communities**

Overview & Scrutiny Area:

Corporate

1. SUMMARY

- 1.1 This report presents the DRAFT Terms of Reference of the Scrutiny Review into Managing Attendance across Bradford Council, with a view to its adoption by the committee.

2. BACKGROUND

- 2.1 At its meeting on Wednesday 22 November 2017, the Corporate Overview and Scrutiny Committee agreed to undertake an in-depth Scrutiny Review, into Managing Attendance across Bradford Council.
- 2.2 This issue came to the surface when members of the Corporate Overview and Scrutiny Committee considered the Mid Year Finance and Performance Statement. This resulted in extensive discussions relating to managing attendance across the District.

3. OTHER CONSIDERATIONS

- 3.1 The Corporate Overview and Scrutiny Committee has the responsibility for “the strategies, plans, policies, functions and services directly relevant to the corporate priority about customer services and e-government, that improve the Councils ability to deliver, govern and change, community cohesion and all other corporate matters not falling within the responsibility of any other Overview and Scrutiny Committee.” (Council Constitution, Part 2, 6.2.1).
- 3.2 The remit of this Committee also includes:
- the co-ordination of the discharge of the Overview and Scrutiny role within the Council and in relation to external bodies;
 - supporting the Executive through its contribution towards the improvement of the Council’s performance;
 - co-ordinating the development of the Overview and Scrutiny role within the Council.

4. FINANCIAL & RESOURCE APPRAISAL

- 4.1 There may be financial and resource implications arising from the scrutiny review findings.

5. RISK MANAGEMENT AND GOVERNANCE ISSUES

- 5.1 There may be risk management and governance issues arising from the findings of the scrutiny review.

6. LEGAL APPRAISAL

- 6.1 There may be legal implications arising from the findings of the scrutiny review.

7. OTHER IMPLICATIONS

7.1 EQUALITY & DIVERSITY

Community Cohesion and Equalities related issues will be considered during the course of the scrutiny review.

7.2 SUSTAINABILITY IMPLICATIONS

None.

7.3 GREENHOUSE GAS EMISSIONS IMPACTS

None.

7.4 COMMUNITY SAFETY IMPLICATIONS

None.

7.5 HUMAN RIGHTS ACT

None.

7.6 TRADE UNION

Trade Unions will be involved in this scrutiny review.

7.7 WARD IMPLICATIONS

None.

8. NOT FOR PUBLICATION DOCUMENTS

None.

9. OPTIONS

- 4.1 The committee to adopt the DRAFT Terms of Reference as proposed, or with any amendments that they may wish to make.

10. RECOMMENDATIONS

- 9.1 That the committee adopts the DRAFT Terms of Reference.

11. APPENDICES

Appendix One – Draft Terms of Reference, Managing Attendance Scrutiny Review.

12. BACKGROUND DOCUMENTS

Council Constitution.