



## Special Meeting of the Policy and Performance Coordinating Committee

<b>Date:</b>	<b>Monday, 24 June 2013</b>
<b>Time:</b>	<b>6.00 pm</b>
<b>Venue:</b>	<b>Committee Room 1 - Wallasey Town Hall</b>

**Contact Officer:** Shirley Hudspeth, Democratic Services Manager  
**Tel:** 0151 691 8559  
**e-mail:** shirleyhudspeth@wirral.gov.uk  
**Website:** <http://www.wirral.gov.uk>

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### AGENDA

**1. APOLOGIES FOR ABSENCE**

To record any apologies for absence received.

**2. CODE OF CONDUCT - DECLARATIONS OF INTEREST RELEVANT AUTHORITIES (DISCLOSABLE PECUNIARY INTERESTS) REGULATIONS 2012, INCLUDING PARTY WHIP DECLARATIONS**

Members are reminded of their responsibility to declare any disclosable pecuniary or non-pecuniary interest which they have in any item of business on the agenda no later than when the item is reached.

Members are reminded that they should also declare whether they are subject to a party whip in connection with any item(s) to be considered at this meeting and, if so, to declare it and state the nature of the whipping arrangement.

**3. TERMS OF REFERENCE OF THE POLICY AND PERFORMANCE CO-ORDINATING COMMITTEE (Pages 1 - 2)**

To note the Terms of Reference of the Co-ordinating Committee as agreed at the Extraordinary meeting of the Council on 30 April 2013. (Attached as an Appendix.)

**4. PROCEDURE FOR CONSIDERING A DECISION THAT HAS BEEN CALLED-IN**

The Committee is invited to agree a procedure to be adopted at its meetings during the consideration of a decision that has been Called-in. (A draft procedure note will be circulated at the meeting.)

**5. CALL-IN OF A DELEGATED DECISION - LOCAL GOVERNMENT ASSOCIATION'S (LGA) ANNUAL CONFERENCE AND EXHIBITION (Pages 3 - 6)**

On 3 June 2013, the Cabinet Member for Corporate Resources, Councillor Adrian Jones was asked for his approval for Councillors Phil Davies, Ann McLachlan, George Davies, Jeff Green and Phil Gilchrist to attend the LGA Annual Conference and Exhibition, to be held in Manchester from 2 – 4 July 2013 at a cost of £495 per person plus travel. The Cabinet Member gave his approval and a copy of the Decision Notice is attached as an Appendix.

Councillor Jones' decision has been called in by Councillors Ian Lewis, Chris Blakeley, Lesley Rennie, Paul Hayes, Leah Fraser, Steve Williams, Simon Mountney, Andrew Hodson, Les Rowlands, John Hale and Kathy Hodson. The Call-in Notice setting out the reasons for this call-in is attached as an Appendix.

The Committee is invited to consider the decision that has been made and decide what advice (if any) it wishes to refer to the Cabinet Member.

The Committee must determine one of the following:

- To offer no advice, in which case the original decision may be implemented without delay; or
- To refer it back to the Cabinet Member for reconsideration, setting out in writing the nature of its concerns; or
- Refer the matter to the Council. Such a referral should only be made where the Co-ordinating Committee believes that the decision is outside the policy framework or contrary to or not wholly in accordance with the budget. The procedures set out in those rules must be followed prior to any such referral.

Note

The Committee has no power to overturn a Cabinet Member's decision, or to substitute its own decision in place of the original decision.

**6. URGENT BUSINESS APPROVED BY THE CHAIR (PART 1)**

To consider any urgent business that the Chair accepts as being urgent.

**7. EXEMPT INFORMATION - EXCLUSION OF THE PRESS AND PUBLIC**

RECOMMENDATION:

That, under section 100 (A) (4) of the Local Government Act 1972, the public be excluded from the meeting during consideration of the following item(s) of business on the grounds that they involve the likely disclosure of exempt information as defined by the relevant paragraphs of Part I of Schedule 12A (as amended) to that Act. The Public Interest test has been applied and favours exclusion.

**8. URGENT BUSINESS APPROVED BY THE CHAIR (PART 2)**

To consider any urgent business that the Chair accepts as being urgent.

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## **Policy and Performance Co-ordinating Committee - Terms of Reference**

The Co-ordinating Committee is responsible for:

- (1) determining the Overview and Scrutiny Rules and operational protocols set out in Part 4 of the Council's Constitution insofar as they have not otherwise been determined by statute or reserved to the Council;
- (2) determining the overall work programme of the Policy and Performance Committees, including ensuring there is an overall planned approach to in-depth reviews generated by the three Committees (responsible for scrutinising the work of the three strategic directorates in accordance with the approved overview and scrutiny forward work programme);
- (3) allocating responsibilities to the Policy and Performance Committees where there is ambiguity or a matter is the concern of more than one Committee;
- (4) considering any matter affecting the area or its inhabitants including matters referred by constituency committees and councillor calls for action, and exercises the right to call in, for reconsideration, decisions made but not yet implemented by the Cabinet; and.
- (5) approving an overview and scrutiny forward work programme, including the programme of any sub-committees it appoints so as to ensure that committees' and sub-committees' time is effectively and efficiently utilised.

All four Policy and Performance Committees will:

- (1) perform all overview and scrutiny functions on behalf of the Council, including
  - (a) the review or scrutiny of decisions made, or other action taken, in connection with the discharge of any functions which are the responsibility of the executive;
- (2) have the power to review or scrutinise a decision made but not implemented including the power:
  - (a) to recommend that the decision be reconsidered by the person who made it; or
  - (b) to arrange for its function under subsection 6.3(ii)(a), so far as it relates to the decision, to be exercised by the authority;

- (c) to make reports or recommendations to the Council or the executive with respect to the discharge of any functions which are the responsibility of the executive;
  - (d) to review or scrutinise decisions made, or other action taken, in connection with the discharge of any functions which are not the responsibility of the executive;
  - (e) to make reports or recommendations to the authority or the executive with respect to the discharge of any functions which are not the responsibility of the executive; and
  - (f) to make reports or recommendations to the authority or the executive on matters which affect the authority's area or the inhabitants of that area.
- (3) be able to appoint such sub-committees, task groups and representatives on major project boards as it considers appropriate to fulfil those functions;
  - (4) make reports and recommendations to the Council and the Cabinet and any relevant partner in connection with the discharge of any functions; and
  - (5) foster and encourage an inclusive, structured, non-partisan and nonadversarial approach to overview and scrutiny which is reliant on evidence rather than anecdote.

<b>EXECUTIVE MEMBER DECISION FORM</b>
<b>DECISION TO BE TAKEN BY:</b> Councillor Adrian Jones
<b>KEY DECISION /NO</b>
<b>PORTFOLIO AREA:</b> Corporate Resources

**PORTFOLIOS AFFECTED:** All

**WARDS AFFECTED:** All

**SUBJECT:** Approved Duty Request – LGA Annual Conference and Exhibition 2013


**1. RECOMMENDATION:**

1.1. The Cabinet Member for Corporate Resources is requested to consider approving a request from Councillors Phil Davies, Ann McLachlan, George Davies, Phil Gilchrist and Jeff Green to attend an event in Manchester 2<sup>nd</sup> – 4<sup>th</sup> July 2013 at a cost of £495 per person plus travel, and for attendance to be designed an approved duty

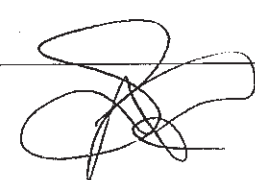
**2. REASONS FOR THE DECISION**

2.1. Approved by MTSG

**3. STATEMENT OF COMPLIANCE**

The recommendations are made further to legal advice from the ~~Deputy~~  Monitoring Officer and the Section 151 Officer has confirmed that they do not incur unlawful expenditure. They are also compliant with equality legislation and an equality analysis and impact assessment has been completed. The recommendations reflect the core principles of good governance set out in the Council's Code of Corporate Governance.

**4. DECLARATION OF INTEREST**

<p><b>Signed:</b></p> <p style="text-align: center;"><i>Adrian Jones</i></p> <p><b>Executive Member:</b></p> <p><b>Date:</b> 3<sup>rd</sup> June 2013</p> <p><b>Also present:</b></p>	<p><b>Signed:</b> </p> <p><b>Chief Officer:</b> <i>Sue Pitt</i></p> <p><b>Date:</b> 3 / June 2013</p>
<p><b>Date of Senior Policy Team Meeting(s):</b></p>	

**A list of background papers on this issue is held with:**

Contact Officer: Diane Costall

Date: 30<sup>th</sup> May 2013

**Date of Publication:**

**Date of Expiry of Call-In Period:**



# Metropolitan Borough of Wirral

## OVERVIEW AND SCRUTINY COMMITTEE CALL-IN PROCEDURE (Standing Order 35)

### Decision of Cabinet to be called in:

Date of meeting	Delegated decision by Cabinet Member for Central and Support Services published 7 <sup>th</sup> June, 2013
Minute number	Not Applicable
Subject	LGA Annual Conference and Exhibition 2013

### Reason(s) for call-in (use additional sheet if required):

1. That sending five councillors, in addition to any officers who may also be attending, at a cost of £2,475 plus travel costs is excessive at a time when the Council is struggling to control spending.
2. That the LGA has, as we know, been providing peer group support to the political leaders, at significant cost, and that a conference is unlikely to provide further guidance or clarification that has not been given already.
3. That, in the absence of any clear objective or specific benefit for the Council or the taxpayers of the Borough, the decision be reviewed and assessed for value for money.

### Called in by

(1) Cllr Ian Lewis



(2) Cllr Chris Blakeley



(3) Cllr Lesley Rennie



(4) Cllr Paul Hayes



(5) Cllr Leah Fraser



(6) Cllr Steve Williams



(7) Cllr Simon Mountney



(8) Cllr Andrew Hodson



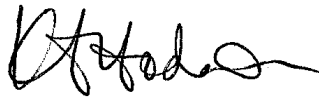
(9) Cllr Les Rowlands



(10) Cllr John Hale



(11) Cllr Kathy Hodson



**\*Received by:**

Signature:	Date	Time
On behalf of the Head of Legal and Member Services		

**Referred to:**

Scrutiny Committee ( )	Date
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\*This form must be received by the Head of Legal and Member Services by **no later than 5.00 pm** on the fifth working day following notification that the minutes have been published.  
COUNCIL-PROC MA/A