

**FALKIRK COUNCIL**

**Subject: REFERRAL FROM SCRUTINY COMMITTEE**  
**Meeting: FALKIRK COUNCIL**  
**Date: 26 JUNE 2013**  
**Author: CHIEF GOVERNANCE OFFICER**

**1. INTRODUCTION**

- 1.1 The purpose of this report is to refer a recommendation from the Scrutiny Committee to Council for consideration.

**2. FEEDBACK FROM SCRUTINY WORKSHOP**

- 2.1 At its meeting on 13 June 2013, the Scrutiny Committee considered a report by the Chief Governance Officer summarising outcomes from the scrutiny workshop held on 16 May. A copy of that report is attached for reference.
- 2.2 The workshop had discussed potential areas for scrutiny as part of the process to develop the first scrutiny plan and, in doing so, a consensus had emerged over the merit of establishing a pilot scrutiny panel in advance of the annual scrutiny plan being submitted to Council in September.
- 2.3 The Committee agreed with this proposal. It also agreed that a review of Citizens Advice Bureaux would be a suitable area for the pilot panel to consider. Carrying out a pilot exercise in the first instance will allow procedures and guidance to be drawn up for the scrutiny process in liaison with the committee. This would provide a solid grounding for future scrutiny exercises following agreement of the annual plan.
- 2.4 In terms of the new decision making structure, a significant strand of the business of the Scrutiny Committee is set by Council through the scrutiny plan with the make up of the scrutiny panels being determined by the Scrutiny Committee thereafter. For this first panel, however, the Committee chose to refer its make up to Council. Council is therefore requested to consider the composition of the panel and either appoint one of that number as convener or leave it to the panel itself to make that decision. A panel may comprise up to 5 members of Council with the only restriction being that it cannot include any member of the Executive.

**3. RECOMMENDATIONS**

**3.1 Council is invited to:-**

- (1) agree that a pilot scrutiny panel should be established to review Citizens Advice Bureaux; and;**
- (2) determine the composition of the panel.**

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**Chief Governance Officer**  
**Date: 18 June 2013**

**Contact Officer: Brian Pirie, Democratic Services Manager (Ext 6110).**