

Management response

Report title: 833A2018-19 Overview and Scrutiny – Fit For the Future?

Issued: September 2018

| Ref | Proposal for Improvement | Management response | Completion date | Responsible officer |
|-----|---|--|------------------------------|--------------------------|
| P1 | Be specific in the reports presented to overview and scrutiny why the committee is receiving the information and how this relates to the role of the scrutiny committee | We are proposing to establish (subject to approval by the Democratic Services Committee and the Council) a Co-Ordinating Committee to determine what items are to be scrutinised and in future that committee will specify the focus and need for the scrutiny review. | January 2019 | Solicitor to the Council |
| P2 | Provide more training specifically for Chairs and Vice Chairs of overview and scrutiny committees to enable them to be more effective in their role | (i) Develop a development programme for all Members who are involved in scrutiny including committee members, Cabinet and those Members who are only involved on an ad-hoc basis. Bespoke training for Chairs of Committees and those leading working groups will be part of this development programme. | December 2018 | Scrutiny Manager |
| | | (ii) Implement the development programme – see (i) above | Jan to June 2019 and ongoing | Scrutiny Manager |

| Ref | Proposal for Improvement | Management response | Completion date | Responsible officer |
|-----|--|---|--|---------------------|
| P3 | Make arrangements for further training for scrutiny committee members on the Well-Being of Future Generations (WFG) Act in order to help embed WFG considerations into the Council's decision-making processes | <p>Use the Future Generations Scrutiny Framework being developed by the Future Generations' Commissioner's Office to determine the training to be delivered to scrutiny members.</p> <p>To incorporate the training into the development programme in P2 above</p> | Awaiting information from the Commissioner's Office | Scrutiny Manager |
| P4 | Strengthen arrangements for public and other stakeholder engagement in overview and scrutiny | <p>This is to be undertaken in 3 steps:</p> <p>(i) Seek opportunities for the public and stakeholders to be able to make representations as part of evidence collection during scrutiny reviews</p> <p>(ii) Provide the ability for the public or others to raise topics for consideration in the scrutiny forward work programme – form to be provided on the council's website.</p> <p>(iii) Consider allowing public speaking at scrutiny committee meetings</p> | <p>February, 2019</p> <p>April 2019</p> <p>June 2019</p> | Scrutiny Manager |

| Ref | Proposal for Improvement | Management response | Completion date | Responsible officer |
|-----|---|---|-----------------|---------------------|
| P5 | Clarify the arrangements for feeding back overview and scrutiny committees' views to Cabinet and for Cabinet to respond to recommendations made | Protocol on Scrutiny and Cabinet Roles and responsibilities being developed for consideration and approval by the Scrutiny Development Board and Democratic Services Committee. | January 2019 | Scrutiny Manager |
| | | Develop a Process map for scrutiny observations being presented to Cabinet and Cabinet responses to scrutiny including timescales | January 2019 | |
| | | Implementation of tracking process for acceptance or rejection of scrutiny recommendations by Cabinet | December 2018 | |
| P6 | Put in place arrangements for assessing the effectiveness and impact of overview and scrutiny | Implement the recommendation in P5 – tracking process | December 2018 | Scrutiny Manager |
| | | Once revised scrutiny arrangements are in place in the Council to undertake a self assessment of scrutiny following 12 months of operation of the revised system, and repeat every 2 years. | March 2020 | |