

## Responses to Scrutiny Review Recommendations

### Report to Overview Committee

Title of the review: Effective Scrutiny

Date review completed: 19 March 2018

Date Presented to Cabinet: 3 May 2018

Portfolio Holder: Councillor John Clarke

Chair of the review group: Councillor M Paling

Officer supporting the review: Helen Lee

Response due to the Overview Committee (28 days): 23 June 2018

Six month update to Overview Committee: 21<sup>st</sup> January 2019

#### Recommendation 1

**That information about the roles and responsibilities of becoming a Councillor should be available for prospective Councillors.**

Recommendation Accepted



It is accepted that information about the roles and responsibilities of becoming a councillor have previously only been handed out to newly elected councillors. The current versions are currently being reviewed and re worded and officers do plan to issue them to prospective candidates as soon as they become nominated.

However, it is also important to note that political parties have a responsibility to brief their candidates about the realities of life as a councillor as part of the selection process.

6 month update – ‘How to become a Councillor ‘ guidance document drafted. Will be issued to prospective candidates as soon as they are nominated.

#### Recommendation 2

**That comprehensive training is available for all Overview and Scrutiny Committee Members, in particular, new members, to ensure that they fully**

**understand their role on the Committee and which will assist them when questioning representatives.**

Recommendation Accepted



There are plans to deliver training to Scrutiny Committee members after the elections in May 2019. All scrutiny members are also encouraged to be part of the East Midlands Scrutiny Network which is an excellent opportunity to gain ideas and insight from other councils about how to carry out effective scrutiny.

It is recommended that any training offered should be mandatory for Scrutiny Committee members.

6 month update – this action is due to be delivered after the May 2019 election.

### **Recommendation 6**

**That a template for the selection of topics for review is introduced.**

**Part 1** – to be completed after the report has been presented to Cabinet

Recommendation Accepted



This is a good idea as it will lead to more focussed topics for scrutiny.

The Democratic Services officer will work with the Chair of the Committee to create such a template.

6 month update – A scrutiny review topic selection template has been created. Attached at Appendix A

### **Recommendation 7**

**That the role and responsibilities of becoming working group chair are defined.**

**Part 1** – to be completed after the report has been presented to Cabinet

Recommendation Accepted



This is a good idea as it will ensure clarity in the role.

The Democratic Services officer will work with the Chair of the Committee to prepare such a document.

6 month update - Draft attached at Appendix B

## Recommendation 9

**A guide to scrutiny which explains the role of the Overview and Scrutiny Committee for members of the public should be developed; this should also include a form which could enable topic suggestions for examination to be put forward. This will require creating a web page dedicated to the work of the Overview and Scrutiny Committee.**

Recommendation Accepted



The recommendation is supported in principle and the committee encouraged to work with the Democratic Services officer to develop an appropriate guide.

6 month update - Draft attached at Appendix C. There are ongoing discussions as to how this can be included on the website.