

Scrutiny Review Outcomes

1. Conclusions and Additional Information requests

- a. Members requested that Officers are asked to provide a response to all conclusions and comments from each Committee meeting, not just further information requests. In this way, Members wanted to ensure that there is a response from Officers to the Committee's conclusions and therefore clear outcomes from each Scrutiny meeting.
- b. Members suggested that when additional information from Officers is sent out via the Scrutiny section, it would be helpful if the initial question or request was listed in the correspondence, along with any related comments or concerns raised at the meeting in order to ensure that Members are completely satisfied with the response received. If the response received does not address the query to the satisfaction of the Committee, Members can then request that the information is revised accordingly.
- c. Members asked that the responding officer be recorded in all future information responses.
- d. Members commented that there were a considerable number of outstanding requests for additional information and expressed concerns over the delays in responses. Members agreed that there should be a standing item on the Agenda for each Committee to receive the feedback from Officers to enable the Members to query any outstanding responses with Officers at the meeting.
- e. Some Members, however, noted there had been a recent reduction of further information requested from some Committees and proposed that this could be;
 - due to Members being clearer with what information they wanted to see contained within the report; or/and
 - as a result of the Authors working closely with Scrutiny to ensure that the report corresponded with Members' requests.
- f. It was requested that some work be carried out to explore whether the new reports system 'Modern Gov' could be utilised to assist with the tracking of response to conclusions and further information requests.
- g. A further proposal was that the feedback from each meeting is sent from the Chair to the relevant Officers with a request for a response to the Scrutiny Unit within two weeks.

2. Pre-meetings

- a. Members stated that even though BCBC Scrutiny Committee pre meetings were commended by NPT Council and used as best practice, the time prior to the meeting could benefit from having more structure to try and dissuade from any discussions being had before the meeting starts.
- b. Members commented that they found the time useful in pre meetings to ensure questions are not repeated and provide time to think of follow up questions to

queries raised by other Members. It was agreed that the pre meeting should take no longer than 30/40 minutes.

3. FWP Planning

- a. It was agreed that using the 'questions to consider' sheet would be helpful in identifying viable items for Scrutiny to ensure that they fall within the remit of the Committee and that the report request is clear.
- b. It has been acknowledged that there are a several items on the agenda that are cross cutting and that there is a high probability that issues will be duplicated or even missed. It was therefore requested that a Chairs meeting be arranged to look at the possibility of a different Scrutiny Committee Structure.
- c. The Committee requested that should Partnership items such as Child Sexual Exploitation (CSE) be transferred and considered by the Partnerships and Governance Overview and Scrutiny Committee; some formal process of feedback be introduced to ensure that Members of other Committees where there are subject links are kept informed.

4. Invitees

- a. Members thought the inviting of Chairs onto the Committee, to be able to discuss issues under all remits - in relation to Budget, Business Plans and Corporate Plans worked very well, but did note that it was very noticeable when a Chair did not attend.

5. Recommendations

- a. The Committee supported the notion to formalise the process for Cabinet's response to Scrutiny recommendations in that this be carried out by the following meeting of Cabinet.
- b. When compiling and recording the number of recommendations and requests, it would be helpful if Scrutiny Officers also note alongside the number of responses received.

6. Joint Scrutiny Committees

- a. Members raised concerns over the fact that items such as CAMHS that had been added to the FWP for 2015-16 as a Joint Scrutiny item, had not been progressed due to a lack of capacity.

7. Committee Membership

- a. To enhance the dynamics of the Committee, it has been suggested that at least one person should change/move between each Committee on an annual basis.