

Title of Report	RECOMMENDATIONS OF THE SCRUTINY CROSS PARTY WORKING GROUP - SCRUTINY WORK PROGRAMMING	
Presented by	Andy Barton Strategic Director of Place	
Background Papers	Minutes of the meetings of the scrutiny cross party working group	Public Report: Yes
Financial Implications	None identified at this stage.	
	Signed off by the Section 151 Officer: Yes	
Legal Implications	None identified at this stage.	
	Signed off by the Monitoring Officer: Yes	
Staffing and Corporate Implications	The creation of any new working group impacts on resources which are relied upon to service the meetings and write reports. It is considered that the impact on resources will be minimal.	
	Signed off by the Head of Paid Service: Yes	
Reason Agenda Item Submitted to Scrutiny Committee	To seek the agreement of each of the Scrutiny Committees on a proposal to better manage their respective work programmes.	
Recommendations	<p>(1) THAT THE PROPOSAL OF THE SCRUTINY CROSS PARTY WORKING GROUP, AS SET OUT IN PARAGRAPH 2 OF THE REPORT, BE ENDORSED.</p> <p>(2) THAT AUTHORITY BE DELEGATED TO THE DIRECTOR OF PLACE AND THE DIRECTOR OF HOUSING AND CUSTOMER SERVICES TO ENABLE ESTABLISHMENT OF THE GROUP; TO INCLUDE CONTACT WITH THE WHIPS TO AGREE ITS MEMBERSHIP IN ACCORDANCE WITH PARAGRAPH 3.1.</p>	

1. BACKGROUND

1.1 The Scrutiny Cross Party Working Group was established to deliver the outcomes of the corporate peer review in 2019. Whilst the Cross-Party Working Group is not a decision-making body, the group was asked to:

- Monitor the progress of the project against the agreed action plan.
- Act as ‘critical friends’ providing feedback and comments throughout the project.
- Acts as ‘champions’ for the successful delivery of the project within their respective groups by ensuring that the progress of the project was regularly reported back to all group members.

- Make recommendations to appropriate decision-making bodies based on the consensus of the Group.

1.2 The membership of the Scrutiny Cross Party Working Group comprises

- Councillor Robert Ashman, Deputy Leader
- Councillor Dan Harrison, Conservative
- Councillor Nigel Smith, Conservative
- Councillor Terri Eynon, Labour
- Councillor Sean Sheahan, Labour
- Councillor Tony Saffell, Independent

1.3 On 26 October 2021, the Cross-Party Working Group agreed proposals which captured its views on how this work should be progressed.

1.4 The aims of the proposals are

- The role of scrutiny to ensure that policy is refined and delivered following the agreement of policy by Cabinet
- Improve engagement and work planning - following requests from Scrutiny Work Planning Group & Scrutiny Members.
- Improve the process around scoping reports – keeping track of them and reporting back on whether the matter will go forward onto the agenda.
- A clear and manageable system to be driven by Members with support from Directors

1.5 Where requests for agenda items are proposed, the following process is applied

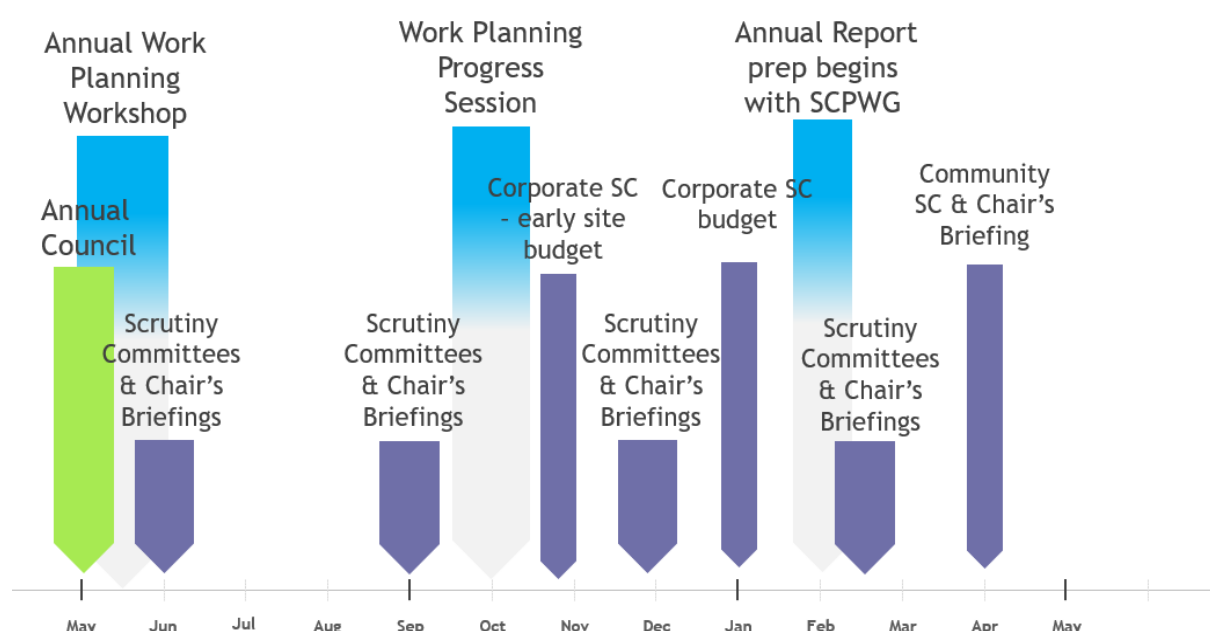
A scoping form to be filled in to gain more information on subject. Discussions to be held between officers/member if needed	Chairman, with support from Director, to review the scoping form using the criteria. If a valid request, item to be placed on work plan	Director to review resources available to pull together the report and to consider timeframes for consideration at Committee. If request declined, Member informed with reasons.	Scoping form to be included in work plan item on next committee agenda, with explanation of the review process. To be included whether request accepted or not	Report to be considered at committee as planned.
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2. PROPOSAL

- 2.1 Much work has been done on improving the scrutiny function following the recommendations arising from the Corporate Peer Review and a presentation was made at the Working Group's last meeting where a number of further considerations on suggested improvements to the scrutiny work planning process were proposed. It was considered that more proactive work should be undertaken ahead of the meetings to agree the details of its work programme.
- 2.2 It was considered that the best vehicle to enable this is the establishment of a Scrutiny Work Programming Group.
- 2.3 The diagram below sets out the proposed work planning process

1. Annual Informal Work Planning Workshop (May/June)
2. Work Planning Progress Session
3. Agenda Briefings (before each meeting)
4. Annual Reporting



- 2.4 It is proposed that a Scrutiny Work Programming Group be established to include the Chairs of the Scrutiny Committees, the Directors and members of the opposition.
- 2.5 The Scrutiny Work Programming Group would run for a year. This would allow time to determine whether a more formal arrangement, such as a Scrutiny Commission, would likely be an effective addition to the process.

3. TERMS OF REFERENCE

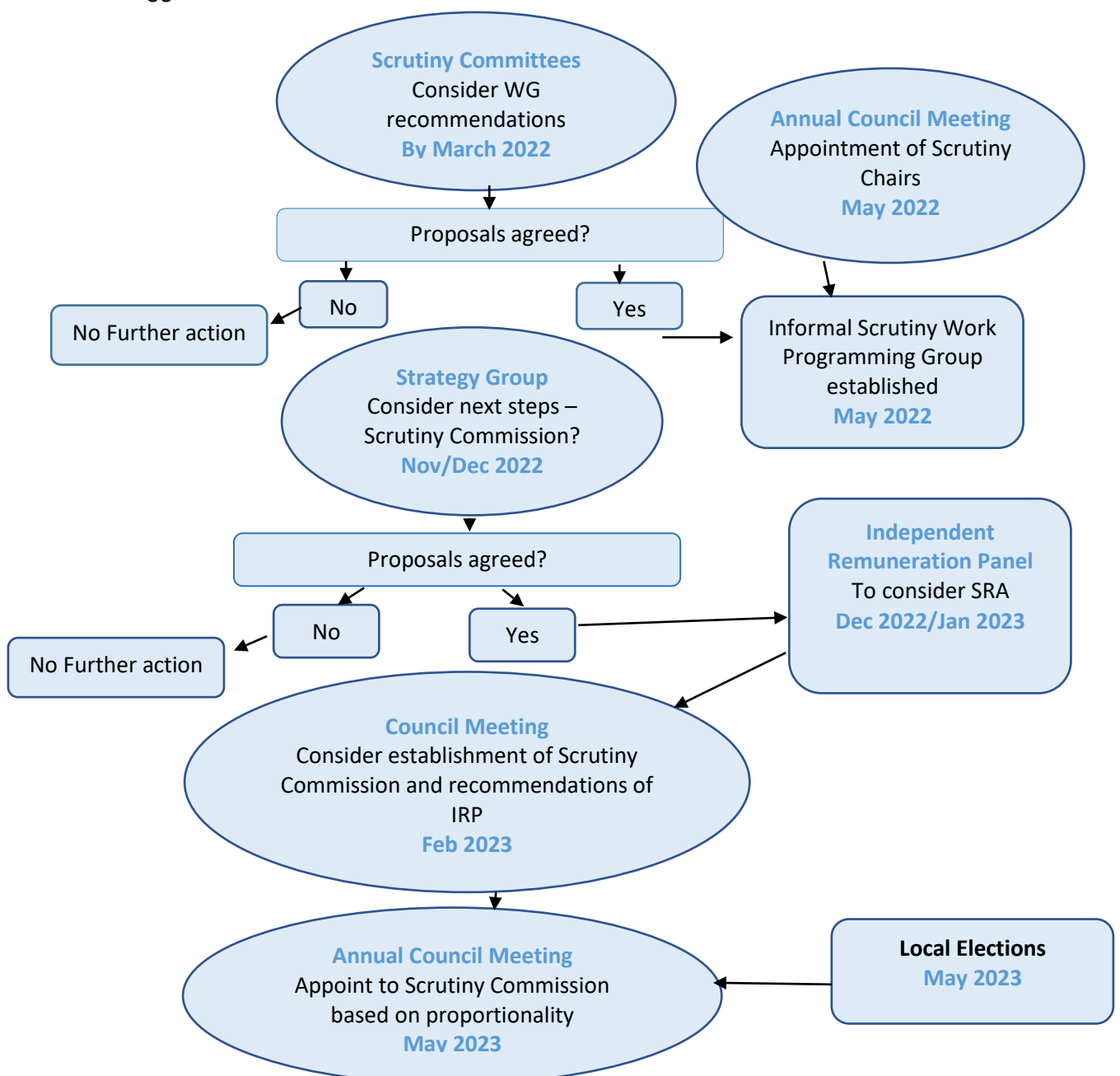
- 3.1 The proposed terms of reference of the Scrutiny Work Programming Group are set out below:-

Lead Officers	Strategic Directors
Terms of Reference	<ul style="list-style-type: none">• Consider requests for inclusion on the work programmes of each Scrutiny Committee;• Consider whether there are other ways of receiving information;

	<ul style="list-style-type: none"> Consult with members of Scrutiny Committees, Senior Officers, Cabinet Members for horizon scanning on policy development; Look at the corporate priorities, Council Delivery Plan and Cabinet Forward plan and identify key issues/topics for investigation/inquiry Consider events and decisions in the Council's calendar which could require an input/consultation via Scrutiny Review any follow up work required after previous scrutiny
Membership	Membership to comprise the chairs of the two scrutiny committees and an opposition scrutiny committee member from each group.
Meetings	The Work Programming Group will meet approximately every 2 months (6 meetings a year)

4. TIMELINE

- 4.1 In order to implement the changes, the following timeline for consultation and approval is suggested.



Policies and other considerations, as appropriate	
Council Priorities:	All
Policy Considerations:	Not applicable
Safeguarding:	No issues identified
Equalities/Diversity:	No issues identified
Customer Impact:	No issues identified
Economic and Social Impact:	No issues identified
Environment and Climate Change:	No issues identified
Consultation/Community Engagement:	Strategy Group, Scrutiny Cross Party Working Group and to be considered by both Scrutiny Committees.
Risks:	No issues identified
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