

OVERVIEW AND SCRUTINY MANAGEMENT BOARD

Wednesday 29 February 2012

Response to the findings of the report of the Independent Adviser on Scrutiny Performance

Recommendations		Response
1.	reconsider the location of meetings relevant to their purpose and the balance of routine and task and finish review business.	<p>Agreed. Panels do consider using alternative venues for meetings and, when appropriate, have done so particularly for task and finish groups. In addition, when task and finish groups take place, smaller and less formal meeting rooms are used. Consideration will be given to changing the layout of the Warspite Committee room for business meetings. Management Board favours the use of task and finish groups to conduct business and this matter is to be reviewed. Adjustments can also be made to the Project Initiation Document to demonstrate that consideration has been given to –</p> <ul style="list-style-type: none">• use of alternative venues• format of scrutiny approach (e.g. consultation, private discussions with individuals where this is deemed appropriate)
2.	that Panel members be reminded of their “calling to account” role and encouraged to engage in positive, constructive but robust challenge where necessary.	<p>Agreed. Need to be clearer when questioning officers and cabinet members from whom a response is required.</p>
3.	Recommend – informal consideration by OS Management Board with Chief Executive and senior management including the importance of OS as a statutory function and clarity over level of access to officers.	<p>Agreed. Suggest informal six-monthly meeting with Leader and Chief Executive.</p>

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4.	OS Management Board to consider information policy related to overview and scrutiny to include media management arrangements.	Agreed. Panel Chairs are encouraged to engage with the media (including the Council's Communications Team) before and after a review. Discussion to take place with the Communications Team to explore ways of developing the Council's website to encourage public participation in scrutiny, through 'Have Your Say', and to give greater publicity to contributions made during a review as well as outcomes
5.	that the content of the EFP be expanded to include all executive forthcoming decisions within the 4 month statutory (or extended) period and that this be available to Panel Chairs in draft form prior to publication.	Representation has been made to the Leader in this regard. Also recommend that a fuller description of the decision to be taken is included within the Forward Plan.
6.	that the OS Management Board consider what actions should be identified for Chair of Panel delegations in terms of commissioning or triggering OS intervention in cases where normal meeting cycles are inappropriate.	Agreed. Members will consider delegating authority to the Lead Officer in consultation with Chair, Vice and Opposition Lead at the meeting on 29 February 2012.
7.	that the OS Management Board considers conducting its functional leadership roles at informal meetings with the Chief Executive and senior management while retaining its strategic and corporate review functions within its formal arrangements.	Agreed. See 3 above.