

**OVERVIEW AND SCRUTINY
WEDNESDAY, 21 JUNE 2017 AT 10.00AM**

**PROPOSED ESTABLISHMENT OF OVERVIEW AND SCRUTINY AND HEALTH
AND SCRUTINY COMMITTEES - 'IMPACT OF SCRUTINY' SUB-COMMITTEES**

Report of the Head of Scrutiny

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1. Purpose of report

- 1.1 To enable Members to consider a proposal to establish sub-committees of Overview and Scrutiny Committee and Health Scrutiny Committee to replace the current Monitoring of Recommendations Topic Group.
- 1.2 To enable Members to consider proposals setting out how the Sub-Committees will undertake their work.

2. Summary

- 2.1 Up until now the Monitoring of Recommendations Topic Group has reviewed action taken by officers to implement topic group recommendations and 'signed them off' as completed once Members were content appropriate action had been taken. This work was conducted on behalf of both the Overview & Scrutiny Committee (OSC) and the Health Scrutiny Committee (HSC).
- 2.2 At their meeting on 10 November 2016 Members of the OSC debated the status of the Monitoring of Recommendations Topic Group and its title. The Committee considered that the title did not reflect the importance of its role or work and requested that officers raise these concerns with the Chief Legal Officer and the Group Leaders. As a result of those discussions it was proposed that, following the local government elections in May 2017, the Monitoring of Recommendations Topic Group be re-constituted as a sub-committee of each of the scrutiny committees and to be entitled the Impact of Scrutiny (OSC) Sub-Committee and the Impact of Scrutiny (HSC) Sub-Committee.
- 2.3 Subject to both scrutiny committees' support for the proposals in this report, County Council will be informed and consequential amendments to the Constitution will be made.

3. Recommendation

3.1 For OSC

That the Overview and Scrutiny Committee supports the establishment of a sub-committee entitled the 'Impact of Scrutiny (OSC) Sub-Committee' as set out in the report.

For HSC

That the Health Scrutiny Committee supports the establishment of a sub-committee entitled the 'Impact of Scrutiny (HSC) Sub-Committee' as set out in the report

4. Background

- 4.1 Following discussions at OSC on 10 November 2016 and subsequent discussions with Group Leaders it is proposed that Monitoring of Recommendations Topic Group is disbanded and that each of OSC and HSC set up a sub-committee each comprising the same 5 Members drawn from both scrutiny committees. The term of office for membership will be agreed annually as per committee appointments. Standing orders for business as set out in Annex 11 of the Council's Constitution. The terms of reference for each sub-committee are the monitoring of the implementation and the impact of recommendations arising from scrutinies undertaken by their parent committee or topic groups set up by their parent committee. It is intended that one sub-committee will meet on the rising of the other
- 4.2 It is further proposed that the Sub-Committees meet quarterly, sufficient business permitting.
- 4.3 It is anticipated that the lead officer for a scrutiny will be accompanied by the relevant Executive Member when a department's recommendations are under consideration by ISSC. As has been the practice with the existing Monitoring of Recommendations Topic Group, these recommendations will be reviewed for the first time six months after the scrutiny has taken place and it will remain the expectation that all recommendations will be signed off on the first occasion of appearing before Members. It is proposed that a RAG rating be introduced: green indicating that it is the first meeting at which the recommendations will be considered; amber, the second meeting; and red the third meeting. If rated red, ISSC may decide whether to recommend to OSC or HSC (as appropriate) that the original scrutiny issue be added to the work programme as a matter of urgency.
- 4.4 The Sub-Committees will report to the relevant parent scrutiny committee outlining the decisions made by it in respect of recommendations considered at its most recent meeting. This will appear under the work programme item on the Committees' agenda and the Sub-Committee Chairman will attend both scrutiny committee meetings to present the report and to answer any queries committee Members may have.

4.5 To reflect the proposed re-constituting of this important Member body procedures have been strengthened and revised paperwork developed. The proposed paperwork for the ISSC is attached as Appendices A, B and C to this report

5. Financial Implications

5.1 There are no financial implications arising from the proposals in this report.

Background Information

[Minutes of the Overview & Scrutiny Committee 10 November 2016](#)

Appendices

- A *ISSC cover report template*
- B *ISSC report template exemplar*
- C *ISSC report to OSC/HSC template*

