

Appendix B

Ranked list of suggestions for improvement based on Member feedback

Prioritised suggestions for improvement	Timescale	Current progress	Recommendation / Action to be undertaken
1. Chair/Vice Chair training / compulsory development & training for all Scrutiny members	Short-term	Training and development for Members relating to scrutiny, and skills development support for the key roles of Chair and Vice Chair forms part of the Member Development training plan.	
2. Clearer focus on democratic accountability			<p>Recommendations</p> <p><i>i. That the relevant Cabinet members be given a standing invite to Scrutiny Panels to answer questions on items falling within their portfolio responsibilities.</i></p> <p><i>ii. That the Leader be invited to attend scrutiny on a quarterly basis to present an integrated finance and performance report.</i></p>
3. Vital part of Council business and governance	Short-term	The Director of Governance and Law is currently undertaking a governance review.	

<p>4. Review process for developing work plans for Scrutiny Panels</p> <p>5. Review how recommendations are made & impact is measured.</p> <p>6. Improve information sent to scrutiny Members.</p>	<p>Short-term</p>		<p>Engaging Members, Officers, partners and the public to prioritise the topics for review. This process to be led by Members of the Panels and should include a selection criteria to identify appropriate topics for the work plan.</p> <p>Recommendations</p> <p><i>iii. That all topics/work programme items proposed for scrutiny have a clear purpose, based on a selection criteria, and not to just seek information or receive an update. Items to be based on community concern, known issues or improvement required.</i></p> <p><i>iv. That an annual review and evaluation of recommendations proposed within the scrutiny function be undertaken.</i></p> <p><i>v. The workplan for each Panel to be considered at the start of each meeting.</i></p> <p>At the conclusion of a scrutiny topic, recommendations should be submitted to the Cabinet in a reasonable time period and; at the time recommendations are submitted to the Cabinet, a date when the Committee wishes to receive a response by should also be included.</p> <p>The annual review and evaluation of the scrutiny recommendations, with a requirement to be linked to Corporate</p>
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			priorities, will be recorded via Pentana, and will enable the impact of the interventions to be measured.
7. Public engagement	Long-term	<p>An engagement strategy for the Council is currently being developed. This will consist of a toolkit for service areas and a 'promise' to residents which will set out how residents can engage with the Council, the process to do this and details of activities/projects the Council undertakes which requires input from residents. A draft of this strategy is due in September.</p> <p>NB: As there is no budget assigned to this work or extra resource, this will be delivered by focussing resources and improving what the Council does in order to manage expectations.</p>	<p>Recommendations</p> <p><i>vi. That the engagement strategy proactively encourages public participation and that a variety of communication channels be regularly updated with an overview of the work being undertaken by the Council's scrutiny function.</i></p>

8. Additional briefings or expert involvement as required	Short-term	Pre-meetings for the Chair and Vice-Chairs prior to the agenda being dispatched already take place. Experts are involvement in meetings as required.	
9. Develop a scrutiny protocol	Long-term		
10. Review frequency & timing of Scrutiny Panel meetings	Short-term	The rota of meetings for 2022-2023 and 2023-2024 has enabled more provision for Scrutiny panel meetings.	
11. Review current approach to financial scrutiny / MTFS/budget scrutiny etc	Short-term		
12. Develop regular communication & info sharing with Cabinet	Short-term		Triangulation meetings between Scrutiny Chairs, Cabinet Members and relevant Directors can occur to consider future issues and the part which scrutiny could play in testing and shaping these forward plans.
13. Revise scrutiny structure	Short-term	As detailed in the main report.	
14. All-party pre-meetings	Long-term	Pre-meetings have already commenced with Chairs and Vice-Chairs, however the suggestion of all-party	

		pre-meetings is a longer term aspiration.	
15. Improve cross-party working	Long-term		Consideration be given as to ways in which this suggestion can be implemented post the 2023 elections.