

HARBOROUGH DISTRICT COUNCIL

MINUTES OF THE MEETING OF THE SCRUTINY COMMISSION

- Held:** In the Council Chamber, The Symington Building, Adam and Eve Street, Market Harborough, Leicestershire LE16 7AG
- On:** 27 June 2023 commencing at 18:30.
- Present:** Councillors Bateman, Burrell, Dann, Elliott, Forman, Hallam (Chair), James, Rickman and Nunn
- Officers:** Liz Elliott – Interim Chief Executive, Clare Pattinson – Interim Director of Law & Governance, Kathryn Parsons – Democratic Services Officer

1. APOLOGIES FOR ABSENCE AND NOTIFICATION OF SUBSTITUTES

Apologies were received from Councillors Mrs Page, who was substituted by Councillor Nunn.

2. DECLARATIONS OF MEMBERS' INTERESTS

There were none.

3. DRAFT MINUTES SCRUTINY COMMISSION 3RD NOVEMBER 2022

The Commission noted updates required to the draft minutes provided to them and it was:

RESOLVED that the Minutes of the Meeting of the Scrutiny Commission held on the 30 March 2023, as updated, be accepted and signed by the Chairman as a true record.

4. Review of existing Terms of Reference and Scrutiny Work Plans

The Interim Director of Law and Governance introduced a report and discussion occurred around the recommendations in the report:

- Whether Task and Finish Groups should be set up to feed into the two current Overview and Scrutiny Panels (Communities and Performance) and if quarterly meeting were sufficient.
- If there was a requirement of Overview and Scrutiny training (CfGS).
- How many Members would be required for the Task and Finish Groups.
- Whether the names of the two current Overview and Scrutiny Panels should be changed from Communities Overview Scrutiny Panel to People Overview and Scrutiny Panel and for Performance Overview and Scrutiny Panel to be changed to Places.

- The requirement for the Panels to align with Cabinet meetings and Cabinet decisions to ensure pre-scrutiny and to recognise that the work plan would not contain call ins to Executive or Cabinet decisions.
- Adoption of the work plan.

The Scrutiny Commission debated the above recommendations and decided that:

1. Task and Finish Groups would be set up.
2. Quarterly meetings for the panels were sufficient in view of the use of task and finish groups.
3. Constitutional Review Committee should be invited to make small changes to the Constitution to facilitate the use of task and finish groups.
4. Training by the Centre for Governance and Scrutiny (CFGS) should be arranged (possibly for the 26 September Scrutiny Commission Meeting, with the September scrutiny date also being used for training).
5. Task and finish groups shall comprise 7 Members and be politically balanced - groups will provide nominees to Democratic Services.
6. Consideration should be given to changing the names of the current Scrutiny panels once aligned with the Council's Corporate Plan, Council structure and service delivery plans.
7. The split of work between panels be carefully considered.
8. The meeting date of 20 July 2023 would be used for the Task and Finish Group.
9. The current structure of the work plan would be accepted with the view that it would change once the Task and Finish groups were set up and work would be redistributed between the Panels accordingly. Workloads would further be discussed between the Chairman of the Panels.
10. The Task and Finish Group would examine the Terms of Reference further, making use of the current work plan and data available.
11. Members can review and challenge issues outside of the scrutiny panels as appropriate – the function of scrutiny is to demonstrate impact and outcomes for the district.

The Commission **RESOLVED** to create a joint scrutiny panel task and finish group comprising 7 members to bring forward proposals for the future development of the scrutiny function within Harborough District Council.

5. ANY URGENT BUSINESS

There was none.

The Meeting ended at 19:22