

The Council's Ability to Implement ISG Recommendations Informal Scrutiny Group – Agreed Conclusions

Selection of topics

1. 'Overview' and 'scrutiny' should be complementary. The Overview and Scrutiny Committee should take a more strategic approach to its work and selection of topics for consideration by an ISG should reflect this more strategic approach.
2. That before suggesting topics, Members should be encouraged carefully to consider Change Plans, Portfolio Holder Plans and up-to-date key data about the Council's Performance, which need to be available and accessible on the Council's website. All suggested topics for an ISG should have a relatively narrow focus.
3. That when selecting the number of ISG topics for each year, The Overview and Scrutiny Committee gives consideration to the resource implications in light of continued resource constraints and likely number of meetings.
4. To assist The Overview and Scrutiny Committee in setting up an ISG, a supporting document should be prepared by the relevant member or officer that sets out the purpose and likely resource needs of the proposed ISG. This will contribute to making best possible use of Members' and Officers' time.

Size of an ISG, number of meetings and involvement of Portfolio Holders

5. The usual number of Members serving on an ISG should be five or six.
6. Unless exceptional circumstances prevail, an ISG which is correctly defined at the outset and remains focussed, should be able to conclude its business by holding not more than 4 or 5 meetings.
7. That discussion with the relevant Portfolio Holder about the financial and other relevant implications of an ISGs work should take place early in the deliberations of any new ISG, as well as at the time when recommendations are being finalised.

Recommendations and follow up

8. The ISG recommendations should be relatively few in number (usually the fewer the better) and the likely timescale of

implementation and any resource implications (including officer time) should be detailed against each recommendation.

9. Scrutiny Chairs should be expected to champion an ISGs recommendations to try to ensure full implementation.
10. In addition to the current review of progress on implementing ISG recommendations after a one-year period, a further short report on the extent to which recommendations of an ISG report have been implemented should be brought to O&S two to two-and-a-half years after the first consideration of the report which should then, if necessary, raise any outstanding concerns with Cabinet.

Other ways that members can raise major issues

11. The Chief Operating Officer should remind all elected Members of their right to put items on Council agendas under the Council Procedure Rule 36
