

SCRUTINY CO-ORDINATION COMMITTEE

Meeting: 21 March 2022

At: 6.00 pm

PRESENT

Councillor Mark Roberts (Chair) in the chair; Councillors Keith Holloway, Oliver Johnstone and Wendy Meikle.

1. MINUTES

The Minutes (copies of which had been circulated) of the meeting held on 13 December 2021 were approved as a correct record and signed by the Chair; and the notes of the Meeting of Members of the Scrutiny Co-ordination Committee held on 7 February 2022 were approved as a correct record.

2. DECLARATIONS OF INTEREST

Councillors and officers were invited to declare any interests which they had in any of the items on the agenda for the meeting.

No declarations were made.

3. CALL-IN

There were no call-in items to consider.

4. RECOMMENDATIONS AND COMMENTS OF SCRUTINY COMMITTEES

A representative of the Strategic Head of Service & Monitoring Officer (Legal and Democratic Governance) submitted a report (copies of which had been circulated) detailing a proposal for the institution of an appropriate mechanism or trigger point for the inclusion of an independent commentary of scrutiny's views to be included in reports to Cabinet following concerns expressed at meetings of the Scrutiny Committee on 13 December 2021 and 7 February 2022 in relation to the robustness of the current process.

The following comments were made/ issues raised:-

- The recommendations contained in the report were broadly welcomed.
- It was suggested that recommendation 5.6(2) in relation to the process by which a decision would be made as to which items should have comments forwarded to the Cabinet should also include the Vice-Chair of the Scrutiny Committee in addition to the Chair.
- It was further suggested that the Chair be permitted to nominate a substitute in the eventuality that they were unable to attend the Cabinet meeting to explain a recommendation of the Scrutiny Committee in accordance with recommendation 5.6(4).
- It was important that the record of the comments of scrutiny committees was recorded independently by democratic services without interference.

RESOLVED – (1) That the cabinet meeting summary sheet template be amended to include a section for 'Scrutiny committee comments and recommendations'.

(2) That at the conclusion of each scrutiny committee meeting, the chair, vice-chair and the democratic services officer be requested to identify which items on the agenda need have the comments recorded and included on the cabinet meeting summary sheet

(3) That the democratic services officer alone shall be responsible for producing the record of committee comments that will reflect the record of the meeting that would ultimately be produced in the minutes. These will be forwarded to the report author for inclusion in the cabinet summary sheet.

(4) That where a scrutiny committee resolves to make a specific recommendation, the chair of that scrutiny committee or their nominated substitute shall also be invited to attend the cabinet meeting to address the Cabinet. The Cabinet shall be entitled to ask any questions of the chair following their address.

5. IMPLEMENTATION OF MOTIONS FROM THE COUNCIL MEETING

A representative of the Strategic Head of Service & Monitoring Officer (Legal and Democratic Governance) submitted a report (copies of which had been circulated) detailing progress made in implementing motions passed by the Council Meeting over the course of the last two calendar years following a request by the Scrutiny Committee made at its meeting on 21 July 2021.

The following comments were made/ issues raised:-

- The report provided an extensive commentary on the actions taken to implement motions over the past two years.
- The report demonstrated where action had been taken, and also where work remained to be done.
- It was suggested that the report form the basis of a regular report submitted to the Scrutiny Committee detailing ongoing progress on the implementation of motions.
- It was commented that a RAG rating could be used to readily identify where progress had been made.

RESOLVED – (1) That the report be noted.

(2) That the Strategic Head of Service & Monitoring Officer (Legal and Democratic Governance) be requested to submit regular reports to future meetings of the Scrutiny Committee identifying progress on the implementation of motions passed by the Council Meeting.

The meeting closed at 6.16 pm