

<b>OVERVIEW AND SCRUTINY COMMITTEE</b>	<b>DATE</b> 1 March 2021	<b>ITEM NO:</b> 6
<b>TITLE</b> Guidelines for Scrutiny Reviews	<b>WARD (S)</b>	
<b>CHIEF OFFICER</b> Director of Communities and Environment		
<b>DECISION CLASSIFICATION</b> Non-Key	<b>FINAL DECISION</b> To be made at this meeting on the recommendations in this report	

## **I Decision required**

- 1.1 To agree the Guidelines for undertaking Scrutiny Reviews (Appendix A).

## **2. Introduction and Background**

- 2.1 Reviews are an essential part of scrutiny work and currently there are no agreed guidelines in RBG for how these should be undertaken.

## **3. Report**

- 3.1 The guidelines have been put together to aid panels when they wish to undertake a scrutiny review.
- 3.2 They include advice from the Centre for Governance and Scrutiny (CfGS) Good Scrutiny Guide.
- 3.3 This report was previously taken to the Overview and Scrutiny Committee meeting in October 2020 when some amendments were requested.
- 3.4 The version attached as Appendix A has been the subject of discussion with the Chairs of Scrutiny Panels.

## **5. Available Options**

- 4.1 Option 1 – agree the guidelines as written in Appendix A.  
Option 2 – amend the guidelines as written in Appendix A.  
Option 3 – not to agree any guidelines.

## 5. Preferred Option

5.1 Option 1.

## 6. Reasons for Recommendations

6.1 It is important that some guidelines are introduced to ensure that there is parity across all panels when undertaking a review.

## 7. Cross-Cutting Issues and Implications

<b>Issue</b>	<b>Implications</b>	<b>Sign-off</b>
<b>Legal</b> including Human Rights Act	Section 21 of the Local Government Act 2000 sets out the functions of overview and scrutiny committees including making reports or recommendations to the authority or the executive with respect to the discharge of any functions. From a corporate governance perspective, the introduction of legally compliant guidelines for scrutiny reviews would strengthen the arrangements for effective overview and scrutiny within the Council.	<i>John Scarborough, Director of Legal Services, 18 February 2021</i>
<b>Finance</b> and other resources including	There are no direct financial implications arising from this report.	<i>Damon Cook, Director of Finance, 18 February 2021</i>
<b>Equalities</b>	There are no equalities issues arising from this report.	<i>Veronica Johnson, Head of Corporate Governance &amp; Democratic Services. 12/02/21</i>

## 8. **Report Appendices**

8.1 The following documents are to be published with and form part of the report:

- *Appendix A: Guidelines for undertaking Scrutiny Reviews*

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