

SUMMARY OF DECISIONS

Meeting:	Overview and Scrutiny Committee - Sitting as a Select Committee	
Date:	Monday, 23 September 2019	
Place:	Shimkent Room - Daneshill House, Danestrete	
Members Present:	Councillors:	Lin Martin-Haugh (Chair), Philip Bibby CC (Vice-Chair), Jim Brown, Laurie Chester, Michael Downing, Michelle Gardner, John Mead, Sarah Mead and Adam Mitchell CC

1	APOLOGIES FOR ABSENCE AND DECLARATIONS OF INTEREST	
	<p>Apologies for absence were received on behalf of Councillors S Barr, S-J McDonough, A McGuinness, R Parker and C Parris.</p> <p>There were no declarations of interest.</p>	
2	DRAFT SCOPING DOCUMENT - SCRUTINY REVIEW OF THE COUNCIL'S SCRUTINY ARRANGEMENTS	
	<p>The Committee considered the scoping document for the Scrutiny Review of the Council's Scrutiny arrangements. The Scrutiny Officer provided background information on Overview and Scrutiny (O & S) including the legal framework.</p> <p>The Scrutiny Officer indicated that Members had raised the issue of reviewing the Council's Scrutiny arrangements for the last two years. The scheduling of this review came after the Ministry of Housing, Communities and Local Government (MHCLG) had published new statutory guidance on overview and scrutiny in local and combined authorities.</p> <p>It was RESOLVED:</p> <ol style="list-style-type: none"> 1. That the following be added to the Aims/Outcomes: "To get relevant Portfolio Holder/Leader to respond to the recommendations of the Scrutiny Review of the Council's Scrutiny Arrangements" 2. That a Member/Officer from at least one new town such as Harlow Council be added to the list of external witnesses for the Review 	

	<ol style="list-style-type: none"> 3. That Councillor S Mead be the Lead Member for final reports/recommendations 4. That Councillor M Gardner be the Lead Member for Equality and Diversity issues 5. That other Lead Members be identified at the next O & S meeting 6. That the SBC response to the Parliamentary Select Committee's inquiry into Overview & Scrutiny be added to the list of background documents 7. That clarity be provided on the links between the areas of responsibilities of Executive Portfolio Holders, Select Committees and responsibilities of Assistant Directors 	
<p>3</p>	<p>PRESENTATION ON CURRENT SCRUTINY ARRANGEMENTS</p>	
	<p>The Scrutiny Officer gave a presentation on the current scrutiny arrangements for Stevenage Borough Council. The presentation covered work programming, scoping, evidence gathering/site visits/interviews, final reports & recommendations, monitoring outcomes and Council priorities.</p> <p>It was RESOLVED:</p> <ol style="list-style-type: none"> 1. That the context of the review be added to the Scoping Document 2. That the Scoping Document be updated as soon as amendments were made to any aspects of the review 3. That more work be done to engage the public in shaping the Scrutiny Work Programme 4. That the Scrutiny Work Programme be made available at resident group meetings 	

4	SBC SCRUTINY - SELF EVALUATION FRAMEWORK	
	<p>The Scrutiny Officer invited the Committee to complete the Scrutiny Self Evaluation Framework Scoring Matrix. The matrix was broadly based on the Centre for Public Scrutiny (CfPS) Scrutiny Evaluation Framework. The Scrutiny Officer agreed to collate the forms that Members completed at the meeting and provide an average score and summary document including Member comments.</p> <p>It was RESOLVED that Overview & Scrutiny Members who were not be at the meeting be given the opportunity to complete the Scrutiny Self Evaluation Framework Scoring Matrix.</p>	