

Scoping Report for Scrutiny Committee Review

Review Topic	Cabinet System Review
Scoping Report to go to meeting on	21 May
Review to take place at meeting on	12 June
Report to go to Cabinet on	4 August (if required)
Portfolio Holder	Cllr Ketteridge
Lead Officer	John Mitchell

Terms of Reference (to include the scope of the review)	<ul style="list-style-type: none"> ▪ To understand if members feel that the cabinet system is effective and has improved the decision making process. ▪ To establish to what extent members feel included and involved in the decision making process. ▪ To ascertain if members are satisfied with the scrutiny call in procedure. ▪ To determine if Full Council meetings have been affected by the change in governance.
Purpose and/or Objective of the Review (what the review should achieve)	<ul style="list-style-type: none"> ▪ To establish if Members feel that the Cabinet system is working and is effective one year on. ▪ To determine if Members understand their role as a District Councillor. ▪ To make recommendations for improvements if required.
Methodology / Approach (methods to be used to gather evidence)	<ul style="list-style-type: none"> ▪ Questionnaire for Members (as attached). ▪ Desk top research and analysis.
Written Evidence Required	Verbal or written update on progress.
Potential Witnesses	None required.
Stakeholder Involvement (who are the stakeholders and how will their views be sought)	Consultation with all Members.