

Committee: Scrutiny Committee

Date:

Title: Memorandum of Understanding

Thursday, 21
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Item for Decision:

Yes

Summary

1. This report presents the Memorandum of Understanding between scrutiny and the executive which has been developed following the Centre for Public Scrutiny review of the Council's scrutiny processes and procedures. It also provides a general update on the action plan developed following that review.

Recommendations

2. The Committee approves the Memorandum of Understanding

Financial Implications

3. None

Background Papers

4. The following papers were referred to by the author in the preparation of this report and are available for inspection from the author of the report.

None

Impact

- 5.

Communication/Consultation	Discussions have already been held with Cabinet representative and Scrutiny Chairman
Community Safety	None
Equalities	None
Health and Safety	None
Human Rights/Legal Implications	None

Sustainability	None
Ward-specific impacts	None
Workforce/Workplace	None

Situation

6. The Scrutiny Committee has previously approved an action plan addressing the key points raised by the Centre for Public Scrutiny in their review of the Council's scrutiny processes and practices.
7. One of the agreed actions was the development of a Memorandum of Understanding between the executive and scrutiny, to help better define roles and responsibilities and ensure the relationship between the two functions is working for the benefit of the community.
8. Cllr Dean as Chairman of the Scrutiny Committee and Cllr Howell as the nominated Cabinet representative have met and discussed the Memorandum along with other points raised through the review. The draft Memorandum is attached as Appendix 1 and notes of that meeting are attached as Appendix 2. A general update on the action plan is attached as Appendix 3.
9. Members are asked to approve the Memorandum of Understanding. If approval is given, it will also require executive approval. There are no further scheduled Cabinet meetings in this Council year to which it can be taken; however Cabinet members have expressed a wish to see the document adopted in the Council year, so approval could instead be sought through a Leader's Executive Decision.

Risk Analysis

10.

Risk	Likelihood	Impact	Mitigating actions
Members do not approve the Memorandum of Understanding	1 – the MoU has been developed in conjunction with both executive and scrutiny members	2 – A lack of clarity over the relationship may lead to a less effective scrutiny function	The Memorandum of Understanding has been developed with input from both the executive and scrutiny and takes into account good practice elsewhere

1 = Little or no risk or impact

2 = Some risk or impact – action may be necessary.

3 = Significant risk or impact – action required

4 = Near certainty of risk occurring, catastrophic effect or failure of project.