

## **Items agreed at the previous meeting of the Overview and Scrutiny Review Task and Finish Panel**

**AGREED:** that the following wording be added to the constitution, that:  
“The Chairman should have experience and understanding of our Scrutiny System.”

**AGREED:** that the constitution should not be altered but, with an emphasis on any training given to members on Overview and Scrutiny that it was not and should not be whipped.

**AGREED:**

- 1) That the Leader should be called to the Overview and Scrutiny Committee, twice a year at the most; firstly at the start of the year to present their Forward Plan and secondly after 6 months to update the Committee; These meetings to be opened to all members;
- 2) That at the start of the year the Leader shall indicate, if appropriate, that O&S look at any work that the Cabinet thinks needed to be investigated; and
- 3) That individual Portfolio Holders to attend the appropriate Standing Panel once a year; this meeting to be opened out to all members.

**AGREED:**

- 1) That the Forward Plan include other decisions other than just Key decisions;
- 2) That the Cabinet Review agenda item be placed earlier on O&S Agenda;
- 3) That members raise any items of business for future Cabinet meetings as raised in the Forward Plan; and
- 4) Members have the opportunity to ask Portfolio Holders questions on matters of concern.

**AGREED:**

- 1) That a rigorous use of the PICK work request form should be enforced, preferably through better training and/or by returning the form to members asking for more details; and
- 2) That a further report be submitted on Scrutiny follow up processes.

**AGREED:** The Panel agreed that the Constitution should be strengthened to say that Panel Chairmen are expected to attend the main O&S Committee to give progress reports on their Panel's work.