

Desktop Gap Analysis based on Statutory Guidance on Overview and Scrutiny in Local and Combined Authorities, published by the Ministry of Housing, Communities and Local Government in May 2019

Statutory Guidance	Current SCC Position	Add to Improvement Plan?
1. Does scrutiny have a clear role, function and focus?	Yes. Clear role set in the council's constitution.	×
2. Are there steps to ensure early and regular engagement between the Executive and scrutiny?	Yes. Each Select Committee Chairman has regular, informal liaison meetings. Each Cabinet Member attends Select Committee meetings. The Leader comes to the Chairmen and Vice-Chairmen's Group as necessary as well	×
3. Is disagreement between scrutiny and the Executive effectively managed? Is there an Executive/Scrutiny protocol?	Disagreement rare. No protocol. Call-in used appropriately.	✓
4. Does scrutiny have the necessary support, specifically designated scrutiny officers?	Yes. The scrutiny function is supported by a 6 FTE team. Further support comes from senior officers within the council and, where appropriate, external training.	×
5. Are there steps in place to ensure impartial advice from officers?	Yes. Member/Officer Protocol in the council's constitution.	×

6. Is the role of scrutiny communicated to the wider authority and the public?	Not actively. Area for improvement.	✓
7. Does Full Council play a role in scrutiny?	Not routinely. Area for improvement.	✓
8. Are members offered induction training when they are appointed? Is this followed up with relevant ongoing training?	Yes. Training provided internally and externally. Planning underway for post-election induction in 2021.	✓
9. Are external providers used for member training?	Yes. CfPS and SEE have provided training in a number of areas.	×
10. Do scrutiny committees use outside expertise, specifically technical expertise?	Developing a broader approach to evidence gathering. Use of technical expertise not typical.	✓
11. Do scrutiny committees have access to all relevant information held by the Council?	Yes.	×
12. Do scrutiny committees have forward work plans?	Yes.	×
13. Do scrutiny committees ensure that they look at the right topics, in the right way, at the right time and that they engage with the right people?	Selection criteria exists to prioritise. Chairmen supported by Scrutiny Officer to identify and prioritise scrutiny topics. Ideas tested with the Select Committee and key stakeholders and	✓

14. Are task and finish groups and standing panels used by scrutiny committees?	Yes.	×
15. Do scrutiny committees use evidence sessions to complement their work?	Infrequently. This could be done more routinely.	✓
16. Are recommendations from scrutiny committees evidence-based and SMART?	Select Committees aim to use the SMART method but this is not always the case.	✓

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