

**7 February, 2022**

## **Scrutiny Recommendation Tracker**

**Ward(s):** All

**Portfolios:** All

### **1. Purpose of the report**

The recent scrutiny survey identified that a recommendation tracker would assist the systematic follow up of recommendations made by Overview and Scrutiny Committees. Following a review of best practice a proposed scrutiny recommendation tracker has been drafted for feedback and agreement by Members prior to rolling out across all Overview and Scrutiny Committees.

### **2. Recommendations**

- 2.1 That Members provide feedback and consider approving the draft recommendation tracker at Appendix 1 to this report for use across all Overview and Scrutiny Committees to assist the systematic follow up of recommendations;
- 2.2 The actions from the last meeting of the Scrutiny Overview Committee be reviewed;
- 2.3 Subject to being agreed, the effectiveness of the recommendation tracker be reviewed in 12 months' time.

### **3. Aim**

- 3.1 The role of good governance and scrutiny is critical to public trust and confidence in decision-making. In times of uncertainty and significant change, it is important that decisions are made in a way that is transparent, involves others and holds to account those responsible for implementation.
- 3.2 The Council has continually reviewed its scrutiny process and sought to make improvements over recent years.
- 3.3 The recent scrutiny survey identified that the following up of recommendations could be improved. At its meeting on 13 December 2021 the Committee recommended that a recommendation tracker be introduced to improve the systematic follow up of recommendations.

## 4. Know

### ***Context***

- 4.1 The 2021 Scrutiny Survey of all Members found that the following up of recommendations at each committee was not adequately fed back to Members.
- 4.2 Research of best practice for developing a recommendation tracker has taken place by looking at action trackers used by the following authorities:
- Walsall Council – Audit Committee and Corporate Management Team
  - Sandwell Council – Children’s Services Overview and Scrutiny Committee
  - West Midlands Police and Crime Panel
- 4.3 Copies of the recommendation trackers for these bodies are attached as appendices to this report.

### ***Content***

- 4.4 The content and information included on each recommendation tracker was broadly similar focusing on:
- Date of meeting
  - Agenda item title
  - Action requested
  - Name of the person or area responsible for completing the action
  - Update/commentary on what activity had taken place
  - Was the action complete or not
  - A deadline
- 4.5 A draft recommendation tracker for Walsall Council Overview and Scrutiny Committees is attached at Appendix 1. So that it can be seen as a working document, the actions from the last meeting have been included in the draft.

### ***Council Corporate Plan Priorities***

- 4.6 It is important that the Council’s Governance arrangements are robust, transparent and effective to ensure that decisions affecting residents across the borough are made in a lawful way. This contributes to the Councils ‘Internal Focus’ Priority and ensures that the service is efficient and effective.

### ***Risk Management***

- 4.7 None directly related to this report.

### ***Financial Implications***

4.8 None directly related to this report.

### ***Legal Implications***

4.9 None directly related to this report.

### ***Procurement Implications/Social Value***

4.10 None directly related to this report.

### ***Property Implications***

4.11 None directly related to this report.

### ***Health and Wellbeing implications***

4.12 None directly related to this report.

### ***Staffing implications***

4.13 None directly related to this report.

### ***Reducing Inequalities***

4.14 None directly related to this report.

### ***Consultation***

4.15 None directly related to this report.

## **5. Decide**

5.1 Members are asked to review the draft recommendation tracker as set out in Appendix 1 to the report and consider whether or not they wish to take this, or an alternative, suggestion forward.

## **6. Respond**

Subject to the views of elected members the recommendations will be implemented and further reports provided to the Committee for Member feedback will be submitted as required.

## **7. Review**

Subject to the agreement of the draft recommendation tracker it will be rolled out to be used by all Overview and Scrutiny Committees.

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