

Policy Review & Performance Scrutiny Committee - Inquiry Scoping Summary

Proposed Topic: The Impact of Scrutiny – Invest to Save

“Scrutiny, at its best helps local authorities save money, make better decisions, and acts as a vital link between council and communities”

Chief Executive, Centre for Public Scrutiny, Jacqui McKinlay 9.2.17

PROPOSED TYPE OF SCRUTINY INVESTIGATION: Inquiry

<p>Proposed Terms of Reference</p>	<p>To evaluate the impact of the scrutiny function on the delivery of Council services, by:</p> <ul style="list-style-type: none"> ○ Reviewing existing evidence of scrutiny impact on Council decision-making and service development since 2012. <p>To propose a mechanism for capturing the future impact of scrutiny, by:</p> <ul style="list-style-type: none"> ○ Identifying theoretical models for recording and capturing impact, focussing particularly on an ‘invest to save’ model of scrutiny; and ○ Seeking evidence of successful approaches to monitoring impact by other Councils in England and Wales; ○ Identifying a practical model of recording and capturing impact, appropriate for use in Cardiff. ○ Acknowledging that calculating impact/ value of scrutiny can be subjective and there are differing types of impact – immediate, short term, longer term, strategic, operational, financial, quality of service delivery
<p>Task & Finish Group Recommended.</p>	<p>Yes</p>
<p>Stakeholders</p>	<p>Citizens of Cardiff All Members of the Council, including Cabinet and Scrutiny Members; Senior Management (Chief Executive, Corporate Directors, Directors, Chief Officers, Operational Managers); Scrutiny Management; Scrutiny Team.</p>
<p>Secondary Research 12 -30 November</p>	<p>The Inquiry will commence by commissioning research to review significant achievements in Scrutiny’s since 2012 by:</p> <ul style="list-style-type: none"> ○ using existing local and national research findings on the theme of capturing the impact of Scrutiny, ○ including reference to existing research on the reduction of AIRs

	<p>burden with evidence of effective internal scrutiny.</p> <ul style="list-style-type: none"> ○ Collating the top 10 impacts of Scrutiny on the Council since 2012 (Current and previous administrations). ○ Producing a tabular illustration of case study achievements that illustrates Scrutiny's impact across a variety of types of scrutiny, t&f, policy development, performance monitoring, call-in etc.
Number of meetings required	
<p>Meeting 1 December 2018 wk1/2</p>	<p>Setting the context</p> <p>Briefing report providing an overview of the current scrutiny service – eg. Existing processes (work programming, correspondence), resources, performance monitoring, legislation guiding the service, links to Corporate plans/strategies relevant to the service.</p> <p>Consideration of Secondary Research</p> <p>Research paper providing a sample of impact of scrutiny on Council business and service delivery during current and previous administrations. – Scrutiny research manager</p> <p>Planning – to reflect on the current position, achievements and potential for improvement, and agree the next steps in the investigation.</p> <p>Observer: Gary Jones Head of Democratic Services</p>
<p>Meeting 2 January 2019 wk 3/4</p>	<p>Internal evidence</p> <p>Presentation from relevant Cabinet Member / Senior Officers</p> <p>Leader, Chief Executive, Head of Democratic Services.</p> <p>Political and Senior Management drivers for good scrutiny.</p> <ol style="list-style-type: none"> 1. Where evidence gathered during secondary research indicates scrutiny recommendations for improvement have not gained traction, explore barriers with appropriate Directorates.
<p>Meeting 3 February 2019 wk 2</p>	<p>Internal evidence</p> <ol style="list-style-type: none"> 2. Where evidence gathered during secondary research indicates scrutiny recommendations for improvement have not gained traction, explore barriers with appropriate Directorates.
<p>Meeting 4 March 2019 wk 2</p>	<p>External evidence</p> <p>Presentation from recognised experts, for example:</p> <p>Centre for Public Scrutiny – a model for measuring the Return on Investment of overview and scrutiny.</p>

	<p>Cardiff Business School – explore current relevant research.</p> <p>Consider further research: Review/examples of how other Councils have demonstrated impact – Devon; Birmingham, North Lincolnshire etc</p>
<p>Meeting 5 March 2019 wk 4</p>	<p>Sum Up Meeting – consideration of all information received during the Inquiry and agree way forward for draft report/recommendations</p>
<p>Meeting 6 April 2019</p>	<p>Consideration of draft report/recommendations</p>

Proposed Reporting Arrangements

- Investigation to be undertaken between November 2018 and March 2019
- Report to be considered by the Scrutiny Committee – April 2019
- Report from Scrutiny to Cabinet - April 2019

Potential Outputs/Outcomes from this investigation

To produce a report for consideration by the Cabinet that uses the evidence gathered to make recommendations for capturing the impact of scrutiny going forward.