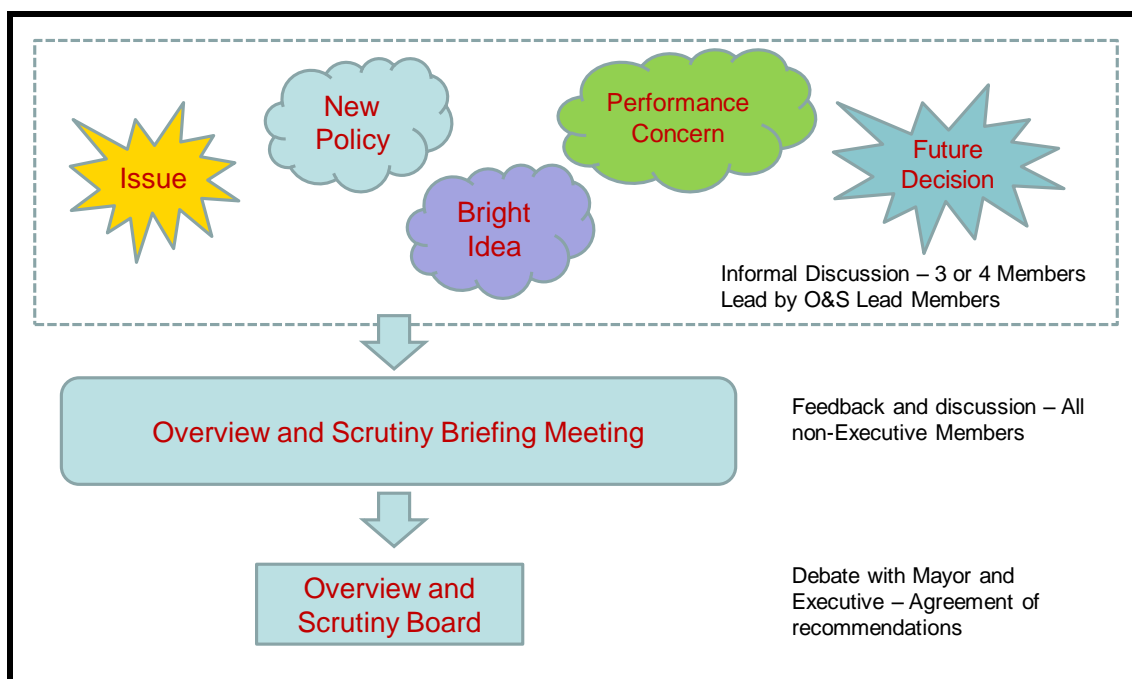


Proposed Overview and Scrutiny Mechanism

1. Overview and Scrutiny Co-ordinator, Vice-chairman of the Board and Overview and Scrutiny Leads will meet informally on a regular basis with Executive Director, Directors and Assistant Directors. These meetings will help to identify forthcoming decisions (draft Policy Framework documents and Forward Plan items) and any exceptional performance, risk or financial issues requiring more in-depth consideration.



2. Specific issues (identified from these discussions or from the Forward Plan or requests from the Executive) may be discussed by task-and-finish groups of 3 or 4 members lead by the appropriate Overview and Scrutiny Lead Member.
3. Once a month, a Briefing Meeting will be held for all non-Executive members. This will provide a forum for the work of the task-and-finish groups to be discussed and for all members to give their views on the proposal/issue which is coming forward.
4. The Overview and Scrutiny Board will meet once a month. The Mayor and Executive Leads will be invited to attend these meeting to answer questions on their proposals, decisions and their performance.
5. The Overview and Scrutiny Board will make recommendations to the Executive or Council (or other appropriate body).

Recommendation for Overview and Scrutiny Board:

That the Overview and Scrutiny Co-ordinator, Vice-chairman of the Board and the Overview and Scrutiny Lead Members meet informally on a regular basis with the Executive Director, Directors and Assistant Directors.

That a monthly briefing meeting be held to enable the Overview and Scrutiny Co-ordinator, Vice-chairman of the Board and the Overview and Scrutiny Lead Members to brief all non-Executive members of the Council on forthcoming issues and to enable informal discussions on those issues.