

CfGS Actions – Checklist

Action	Progress	Deadline
The Chair to convene an informal session for the committee to explore and decide on a renewed and more explicit focus for their work.	Meeting held on 12 th July – further informal sessions can be scheduled at the committee’s request if required.	Ongoing
The Chair, the Mayor and the CA Monitoring Officer to begin meeting regularly to ensure that the strategic purpose of scrutiny is understood and acted on	Next meeting scheduled for the 15 th December	
When a clear role and purpose for scrutiny can be clearly articulated, work on internal communications to be carried out to ensure that this is understood by the wider CA (including CA Board members and officers).	Chair and Vice chair have been invited to attend the Executive Team meeting on the 15 th December to discuss the role and purpose of scrutiny.	
CA officers, in support of the Chair, to engage with constituent councils to better understand <ul style="list-style-type: none"> - how their nominated members can be better supported, and - how the business of CA scrutiny can be administered to support members to attend and engage with the work of the function 	Meeting held with Constituent Council Democratic Service Teams – with the action for them to speak with their members and feedback to CA Meeting between Chair’s to be arranged.	
A role profile setting out mutual expectations for scrutiny members – including around information access, support arrangements and		Report approved at September meeting

<p>requirements around commitment – to be agreed and circulated.</p>		
<p>a new approach to the sharing of information with scrutiny members which involves:</p> <p>a) an end to the regular sharing, and scrutiny of, Mayoral decisions at committee, with information being shared on an ongoing basis outside of committee to inform the appropriate escalation of issues to committee based on need;</p> <p>b) more clarity to members in the management of items and reports deemed to be exempt from publication</p> <p>c) the assignment of individual councillors to act as “rapporteurs”, to develop a subject expertise in specified areas of policy, to highlight issues of importance to the chair for escalation to committee and potentially to lead on questioning on such matters.</p>		<p>Report approved at 25 October 2021</p>
<p>use of shared information, the forward plan and frequent Chair/Mayor/MO conversations to identify forthcoming decisions, and to discuss the developing work programme.</p>	<p>Regular meetings agreed with the Mayor in principle – also to include conversations with relevant directors and CEO as the committee deem necessary.</p>	<p>Ongoing</p>
<p>in the short term, the scheduling of regular, short, informal sessions for the committee to discuss and agree work programming priorities. move forward with a proportionate approach to targeted task and finish working in the medium term</p>	<p>Scoping Document developed and agreed by committee for use from September onwards.</p>	<p>Committee review effectiveness</p>

<p>the programming of a regular and general Mayor's Question Time to allow high profile, direct holding to account of the Mayor to continue</p>	<p>First Mayor's Question Time – November 2021</p> <p>Second Mayor's Question Time to be scheduled – March</p>	<p>22nd November 2021</p> <p>25th March 2022</p>
<p>work by the MO and others to consider how scrutiny can productively be engaged in the ongoing governance of SPVs</p>		<p>October – informal session held 11th October 2021</p>