

Guildhall Gainsborough
Lincolnshire DN21 2NA
Tel: 01427 676676 Fax: 01427 675170

SUPPLEMENT AGENDA

This meeting will be webcast live and the video archive published on our website

**Overview and Scrutiny Committee
Tuesday, 5th July, 2022 at 6.30 pm
Council Chamber - The Guildhall**

Members: Councillor Mrs Diana Rodgers (Chairman)
Councillor Mrs Tracey Coulson
Councillor Timothy Davies
Councillor Mrs Caralyne Grimble
Councillor Cherie Hill
Councillor Mrs Cordelia McCartney
Councillor Peter Morris
Councillor Roger Patterson
Councillor Robert Waller

1. **Minutes of the previous meeting** (PAGES 2 - 4)
Meeting of the Overview and Scrutiny Committee held on 17 May
2022

Ian Knowles
Head of Paid Service
The Guildhall
Gainsborough

Tuesday, 5 July 2022

Agenda Item 2

Overview and Scrutiny Committee – 17 May 2022

WEST LINDSEY DISTRICT COUNCIL

MINUTES of the Meeting of the Overview and Scrutiny Committee held in the Council Chamber - The Guildhall on 17 May 2022 commencing at 6.30 pm.

Present: Councillor Mrs Diana Rodgers (Chairman)

Councillor Mrs Caralyne Grimble
Councillor Cherie Hill
Councillor Mrs Cordelia McCartney
Councillor Roger Patterson
Councillor Michael Devine

In Attendance:

Nova Roberts Director of Change Management, ICT & Regulatory Services
Ele Snow Senior Democratic and Civic Officer

Apologies:

Councillor Mrs Tracey Coulson
Councillor Timothy Davies
Councillor Peter Morris

Membership:

Councillor Michael Devine sat as substitute for Councillor Timothy Davies

1 MINUTES OF THE PREVIOUS MEETING

RESOLVED that the minutes of the meeting of the Overview and Scrutiny Committee held on 29 March 2022 be confirmed and signed as a correct record.

2 MEMBERS' DECLARATIONS OF INTEREST

There were no declarations of interest made at this point in the meeting.

3 MATTERS ARISING SCHEDULE

There were no outstanding matters arising.

4 OVERVIEW AND SCRUTINY OPERATING METHODOLOGY

The Committee gave consideration to a report from the Senior Democratic and Civic Officer, presenting the updated Operating Methodology for the upcoming Civic Year. It was

explained that the previous review had taken place in 2019, with some amendments not enacted through a 2020 review as a result of the pandemic and the cancellation of meetings. It was explained that the Committee was constitutionally required to review, amend as necessary and approve the Operating Methodology at the start of each Civic Year. The amendments were summarised and questions invited.

Members sought clarification on the details of the Operating Methodology, in particular the number of items that could be called for pre-decision scrutiny and the process for a review requested by the Committee. It was explained that the options for these two work streams had been reduced, to two and one respectively, in order to manage the work plan of the Committee more effectively and to balance those items with referrals from the policy committees and identified performance reviews.

Members were keen to ascertain that opportunities for scrutiny of council work and decision making remained open, as well as the continuation of invitations to external agencies. This was confirmed to be the case, with Officers assuring the Committee that the amendments to the Operating Methodology sought to provide balance across all work streams. It was reiterated that the amendments at this time reflected how the Committee had been managing the workplan, however due to other circumstances, the review of the Operating Methodology had not been undertaken in 2020.

Following feedback from Committee Members, it was suggested that the review of the Operating Methodology could be incorporated into preparations for the Annual Report presented to Annual Council, allowing Committee Members earlier opportunity to comment on suggested amendments. This was welcomed by the Committee.

Having been proposed and seconded it was

RESOLVED that the proposed Operating Methodology for implementation throughout the 2022/23 Civic Year be approved.

5 PREPARATIONS FOR OVERVIEW AND SCRUTINY WORK PLAN FOR CIVIC YEAR 2022/23

Members of the Committee were asked to consider the draft work plan for upcoming meetings, as well as suggested additional items of business. It was requested that Members be mindful of allowing scope for referrals from the policy committees or Council, as well as the regular review of the full forward plan for all committees.

With regard to the proposed return of Everyone Active to provide a status update following their last visit to the Committee, a Member noted that there had been questions posed at that meeting and enquired as to whether responses had been shared. It was confirmed that those questions posed in advance by Members had been responded to in writing and shared with the Committee. Those questions which had been posed on the night would be followed up for response.

Members of the Committee were invited to consider work streams for the upcoming year, in line with the previously agreed Operating Methodology, for further discussion at future meetings.

With no further comment, and having been moved and seconded, it was

RESOLVED that Members consider proposed areas of work for the Civic Year 2022/23 and an updated work plan be presented at the next available meeting.

6 FORWARD PLAN

Members considered the forward plan for items of business at upcoming meetings of all Committees and it was highlighted that, in relation to requests for pre-decision scrutiny, such items would be identified through the forward plan.

With no comments or questions, the forward plan was **DULY NOTED**.

The meeting concluded at 6.55 pm.

Chairman