

Scrutiny Procedure Rules

1.0 NUMBER OF AND ARRANGEMENTS FOR SCRUTINY COMMITTEES

- 1.1 At its Annual Meeting, the County Council will appoint one or more Scrutiny Committees and decide their membership and terms of reference. The current arrangements are set out in Part 3 of the Constitution.

2.0 MEMBERSHIP OF SCRUTINY COMMITTEES

- 2.1 All councillors except members of the Cabinet may be members of a Scrutiny Committee. However, no member may be involved in scrutinising a decision of another committee in which he/she has been directly involved.

3.0 CO-OPTEEES

- 3.1 A Scrutiny Committee is entitled to recommend to the Council the co-option of one or more persons as non-voting members of the Committee.

4.0 OTHER REPRESENTATIVES

- 4.1 The People's Scrutiny Committee dealing with education matters shall include in its membership the following voting representatives:

- (a) 1 Church of England diocesan representative;
- (b) 1 Roman Catholic diocesan representative; and
- (c) 2 parent governor representatives representing primary schools and secondary/special schools in the county.

- 4.2 These representatives shall vote only on matters relating to the Council's functions as a Local Authority and not on other matters considered by the committee although they may remain in the meeting and speak to those other items.

5.0 MEETINGS OF SCRUTINY COMMITTEES

- 5.1 There shall be at least 5 ordinary meetings of each Scrutiny Committee in each year in accordance with the Council's Calendar of Meetings. In addition, extraordinary meetings may be called from time to time as and when appropriate by the Chairman or by the Chief Executive if either considers it necessary or appropriate.

6.0 QUORUM

- 6.1 The quorum for a Scrutiny Committee shall be as set out for committees in the Council Procedure Rules (Standing Order 26) in this Part of the Constitution.

7.0 CHAIRMAN

- 7.1 The Chairman and Vice-Chairmen of any Scrutiny Committee will be appointed by the Council at the Annual Meeting (see also Annex, paragraph 2)

8.0 WORK PROGRAMME

- 8.1 A Scrutiny Committee will be responsible for setting its own work programme taking into account the wishes of all members of that Committee in line with these procedure rules (see also paragraph 9 below and Annex, paragraph 3)

9.0 AGENDA ITEMS

- 9.1 Any member of a Scrutiny Committee shall be entitled to give notice to the Chief Executive that he/she wishes an item relevant to the remit of the committee to be included on the agenda for the next available meeting of the committee. On receipt of such a request the Chief Executive will ensure that it is included on the agenda for that meeting.

- 9.2 Any member of the Council who is not a member of a Scrutiny Committee may give written notice to the Chief Executive that he/she wishes an item on any local government matter and relevant to the functions of that Committee to be included on the agenda of that Committee and such an item will be included on the agenda of the next meeting of that Committee.

- 9.3 A Scrutiny Committee will also respond, as soon as practicable, to any petition referred to it by the Cabinet under the Council's Petitions Scheme (Part 4 of the Constitution) or where any such petition contains the required number of signatures, a Scrutiny Committee shall require a relevant senior council officer (i.e a Chief Officer, as defined in Part 6 of the Council's Constitution, Chief Officer Employment Procedure Rules) to attend and give evidence to it to explain progress or to explain the advice previously given to councillors to assist in their decision making. A Scrutiny Committee shall then report its findings and any recommendations to the Cabinet.

- 9.4 A Scrutiny Committee will also respond, as soon as practicable, to requests from the Council and/or the Cabinet to review particular areas of Council activity. Where it does so, the Scrutiny Committee shall report its findings and any recommendations to the Council and/or the Cabinet.

10.0 POLICY REVIEW AND DEVELOPMENT

- 10.1 The role of a Scrutiny Committee in relation to the development of the Council's budget and policy framework is set out in detail in the Budget and Policy Framework Procedure Rules.

- 10.2 In relation to the development of the Council's approach to other matters not forming part of its policy and budget framework, a Scrutiny Committee or sub-committee may make proposals to the Cabinet for developments in so far as these relate to matters within its terms of reference.

- 10.3 A Scrutiny Committee may investigate the available options for future direction in the development of the Council's policies and may appoint advisers and assessors to assist it in this process. It may ask witnesses to attend to address it on any matter under consideration and may pay any advisers, assessors and witnesses a reasonable fee and expenses for doing so.

- 10.4 A Scrutiny Committee undertaking the Council's functions in relation to the scrutiny of the health service and, in particular, where being formally consulted by the NHS or Health Providers will ensure that all relevant partners in the locality affected, including local authority partners, will have the opportunity to contribute and that those views will be taken into account in making its recommendations to the NHS, Health Provider or Secretary of State for Health.

10.5 A Scrutiny Committee may, in accordance with Standing Order 21, appoint sub-committees or ad hoc task groups to investigate specific topics on its behalf on a time-limited basis.

10.6 With the agreement of the Procedures Committee, a Scrutiny Committee may hold an inquiry in the nature of a "select committee hearing" into an issue which is not directly related to the exercise of the Council's functions but which has a bearing upon its statutory responsibility for the promotion of the economic, social and environmental wellbeing of the area.

11.0 REPORTS FROM SCRUTINY COMMITTEES

11.1 Once it has formed recommendations on any proposal or Cabinet decision, a Scrutiny Committee will prepare a formal report and submit it to the Chief Executive for consideration by the Cabinet or to the Council as appropriate.

11.2 If a Scrutiny Committee cannot agree on one single final report to the Council or Cabinet as appropriate, then up to one minority report may be prepared and submitted for consideration by the Council or Cabinet alongside the majority report.

11.3 The Council or the Cabinet shall consider the report of the Scrutiny Committee within two months of it being submitted to the Chief Executive.

12.0 CONSIDERATION OF SCRUTINY COMMITTEE REPORTS BY THE CABINET

12.1 The agenda for Cabinet meetings shall include an item entitled 'Issues arising from Scrutiny Committees'. The report of a Committee referred to the Cabinet shall be included at this point in the agenda (unless it will be considered in the context of the Cabinet's deliberations on a substantive item elsewhere on the agenda) within two months of the Scrutiny Committee completing its report/recommendations.

12.1.1 When the Cabinet considers any such report from a Scrutiny Committee the record of the meeting at which that report is considered shall state:

- what will be done about the recommendations and the time scale for those actions;
- where the Cabinet rejects or decides not to act on a Scrutiny Committee's recommendations, the reasons for so doing.

12.2 Where a Scrutiny Committee prepares a report for consideration by the Cabinet in relation to a matter where the Council or Cabinet has delegated decision making power to a Cabinet Member, then the Scrutiny Committee will submit a copy of its report to that member for consideration and shall send a copy to the Chief Executive. The member of the Cabinet must consider the report and respond in writing to the Scrutiny Committee within 2 months of receiving it. A copy of his/her written response shall be sent to the Leader and to the Chief Executive. The member will also attend a subsequent meeting of the Scrutiny Committee to present his/her response.

12.3 Nothing in this paragraph prevents more detailed or informal liaison between the Cabinet and the Scrutiny Committee as appropriate, depending on the particular matter under consideration.

13.0 REPORT TO COUNCIL

13.1 Reports on the taking of key decisions

If a Scrutiny Committee thinks that a key decision has been taken which:

- (a) was not included in the Forward Plan; or
- (b) was not the subject of the general exception procedure under Paragraph 7.0 of the Cabinet Procedure Rules; or
- (c) was not the subject of an agreement with a relevant Scrutiny Committee Chairman, or the Chairman/Vice-Chairman of the Council under Paragraph 8.0 of the Cabinet Procedure Rules;

the Committee may by resolution require the Cabinet to submit a report to the Council within such reasonable time as the Committee specifies. The power to require a report rests with the Committee but can also be exercised by the Monitoring Officer when so requested by the Chairman (or, in his/her absence, the Vice-Chairman) or any 3 members of that Committee.

13.2 Cabinet's report to Council

The Cabinet will then prepare a report for submission to the next available meeting of the Council. However, if the next meeting of the Council is within 7 days of receipt of the resolution of the committee or a written notice of the Monitoring Officer, then the report may be submitted to the meeting after that. The report to Council will set out particulars of the decision, the individual or body making the decision, and if the Leader is of the opinion that it was not a key decision, the reasons for that opinion.

14.0 SCRUTINY COMMITTEES' ACCESS TO DOCUMENTS

14.1 Rights to copies

Subject to Rule 13.1 of the Access to Information Rules, and any statutory rights a Scrutiny Committee will be entitled to copies of any document which is in the possession or control of the Cabinet and which contains material relating to

- (a) any business to be transacted at a meeting of the Cabinet; or
- (b) any decision taken by a Cabinet Member.

14.2 Limit on rights

A Scrutiny Committee will not be entitled to:

- (a) any document which is in draft form;
- (b) any part of a document which contains exempt or confidential information, unless the Monitoring Officer agrees that information is relevant to an action or decision they are scrutinising or have indicated that they intend to scrutinise.

15.0 ATTENDANCE OF CABINET MEMBERS AND OFFICERS

15.1 A Scrutiny Committee may scrutinise and review decisions made or actions taken in connection with the discharge of any Council functions. As well as reviewing documentation, in fulfilling the scrutiny role, it may require any member of the Cabinet and any senior officer to attend before it or a Task Group to explain in relation to matters within their remit:

- (a) any particular decision or series of decisions;
- (b) the extent to which the actions taken implement Council policy; and/or
- (c) their performance.

and it is the duty of those persons to attend if so required.

15.2 Where any member or officer is required to attend a Scrutiny Committee under this provision, the chairman of that committee will inform the Monitoring Officer. The Monitoring Officer shall inform the member or officer in writing giving at least 3 working days notice of the meeting at which he/she is required to attend. The notice will state the nature of the item on which he/she is required to attend to give account and whether any papers are required to be produced for the committee. Where the account to be given to the committee will require the production of a report, then the member or officer concerned will be given sufficient notice to allow for preparation of that documentation.

15.3 Where, in exceptional circumstances, the member or officer is unable to attend on the required date, then the Scrutiny Committee shall in consultation with the member or officer arrange an alternative date for attendance.

[NB: A copy of the protocol for relationships and communications between the Cabinet and Scrutiny Committees is appended to these Rules for convenient reference].

16.0 ATTENDANCE BY OTHERS

16.1 A Scrutiny Committee may invite people other than those people referred to in paragraph 15 above to address it, discuss issues of local concern and/or answer questions. It may for example wish to hear from residents, stakeholders and members and officers in other parts of the public sector and may invite such people to attend (see also 10.3 and 10.4 above).

16.2 A Scrutiny Committee undertaking the Council's functions in relation to the scrutiny of the health service may require NHS Providers to attend before it or a Task Group to explain in relation to such matters.

17.0 CALL-IN BY SCRUTINY COMMITTEES

17.1 A decision made by the Cabinet, a committee or a Cabinet Member, an officer exercising delegated powers, an area committee or under joint arrangements may be "called in" under the following procedure. Such a call-in of an Cabinet decision or the decision of an Cabinet Member will take precedence over a request by an individual Member for reconsideration by the Cabinet under Paragraph 11.0 of the Scheme of Delegation set out in Part 3 of this Constitution or Paragraph 10.0 of the Cabinet Procedure Rules.

17.2 Call-in by Scrutiny should be used in exceptional circumstances and where Member(s) have evidence which suggests that the decision was not taken in accordance with the Council's Principles of Decision Making set out at Article 13 or the Council's Policy and Budget Framework.

17.3 Notice of all such decisions will be sent by email to all members of Scrutiny Committees within 2 working days of being made. The notice will bear the date on which it is published and will specify that the decision which it records will come into force 5 working days after that date unless it is called in.

- 17.4** Within that period, the Chairman (or in his/her absence the Vice-Chairman), any 3 members of the relevant Scrutiny Committee or any 5 members of the Council whether or not they are members of the relevant Scrutiny Committee may call in such a decision by requesting the Chief Executive to convene a meeting of that Committee to consider it. The Chief Executive will convene such a meeting within 5 working days of that request and will inform the decision-taker of the call-in.
- 17.5** Any Member wishing to call-in a decision is advised to first seek guidance from the Monitoring Officer on the veracity of their stated grounds for the call-in and demonstrate that they have been mindful of that advice when deciding whether or not to proceed with the call-in. Any Member or Members calling-in any decision must specify the reasons for so doing which will be reported to Scrutiny Committee together with any advice received from the Monitoring Officer.
- 17.6** If having considered the decision (the subject of the call-in), a Scrutiny Committee remains concerned, it may refer the decision to the Cabinet for reconsideration and will set out in writing the reasons for its concern and any proposed amendments. If, having considered the decision, the Scrutiny Committee decide not to ask for it to be reconsidered or amended in any way, it shall be implemented with immediate effect.
- 17.7** The Cabinet will reconsider the matter at its next ordinary meeting and may either amend or adopt the original decision, which shall be implemented with immediate effect.
- 17.8** The call-in procedure set out above shall not apply where the decision being taken by the Cabinet is urgent in line with Paragraphs 7.0 and 8.0 of the Cabinet Procedure Rules. A decision will be urgent if any delay likely to be caused by the call-in process would seriously prejudice the Council's or the public's interests. The record of the decision, and notice by which it is made public shall state whether in the opinion of the decision making person or body, the decision is an urgent one, and therefore not subject to call-in. The Chairman of the relevant Scrutiny Committee (or in his absence the Vice-Chairman), as appropriate must agree both that the decision proposed is reasonable in all the circumstances and to it being treated as a matter of urgency. Decisions taken as a matter of urgency must be reported with the reasons therefore to the next meeting of the Council.
- 17.9** The operation of the provisions relating to call-in and urgency shall be monitored annually, and a report submitted to Council with proposals for review if necessary.

18.0 THE PARTY WHIP

- 18.1** The Council considers that whipping is incompatible in principle with scrutiny and should only occur in exceptional circumstances. For these purposes whipping means:

“Any instruction given by or on behalf of a political group to any councillor who is a member of that group as to how that councillor shall speak or vote on any matter before the Council or any committee or sub-committee, or the application or threat to apply any sanction by the group in respect of that councillor should he/she speak or vote in any particular manner.”

- 18.2** Where the whip has been imposed upon a matter, a member must declare the existence of the whip and the nature of it before the commencement of the committee's deliberations on the matter. The declaration, and the detail of the whipping arrangements, shall be recorded in the minutes of the meeting.

19.0 PROCEDURE AT SCRUTINY COMMITTEE MEETINGS

- 19.1** Scrutiny Committees shall consider the following business:
- (a) minutes of the last meeting;
 - (b) declarations of interest (including whipping declarations);
 - (c) any matter referred to the committee for a decision in relation to call-in of a decision;
 - (d) responses of the Cabinet to reports of that Scrutiny Committee; and
 - (e) any petition referred to it or received under the Council's Petitions Scheme (paragraph 9.3 above refers)
 - (f) the business otherwise set out on the agenda for the meeting.
- 19.2** Where a Scrutiny Committee conducts investigations (e.g. with a view to policy development), the committee may also ask people to attend to give evidence at committee meetings which are to be conducted in accordance with the following principles:
- (a) that the investigation be conducted fairly and all members of the committee be given the opportunity to ask questions of attendees and to contribute and speak;
 - (b) that those assisting the committee by giving evidence be treated with respect and courtesy.
- 19.3** Following any investigation or review the committee shall prepare a report, for submission to the Cabinet and/or Council as appropriate and shall make its report and findings public.
- 19.4** The Council has also agreed a protocol governing relationships and communications between Scrutiny Committees and the Cabinet and operating procedures to supplement these Rules. This protocol does not form part of the Council's Constitution but is reproduced in the Annex to these Rules for convenient reference.
- 20.0 MATTERS WITHIN THE REMIT OF MORE THAN ONE SCRUTINY COMMITTEE**
- 20.1** Where a Scrutiny Committee conducts a review or scrutinises a matter which also falls (whether in whole or in part) within the remit of another Scrutiny Committee, then the committee conducting the review shall invite the chairman of the other committee (or his/her nominee) to attend its meetings when the matter is being reviewed.
- 21.0 COUNCIL PROCEDURE RULES**
- 21.1** Except where these rules expressly provide for different arrangements, Standing Orders will apply mutatis mutandis to meetings of Scrutiny Committees.

TABLE 1 - Terms of Reference of Scrutiny Committees

Corporate Services Scrutiny Committee

- (1) To review the implementation of the Council's existing policy and budget framework and consider the scope for new policies for the Council's use and

management of its resources and the discharge of its corporate and strategic services and governance arrangements and community safety activity and also to discharge the Council's functions in the scrutiny of authorities responsible for crime and disorder strategies.

- (2) To review the draft budgets of all Directorates/Services prior to the budget meetings of the Cabinet and the Council.
- (3) To ensure the effective scrutiny of the Council's Treasury Management Strategy and policies.
- (4) To assess the effectiveness of decisions of the Cabinet in these areas of the Council's statutory activity and relate scrutiny conducted under paragraphs (1) and (2) to the achievement of the Council's strategic priorities;
- (5) To make reports and recommendations as appropriate arising from this scrutiny.

Place Scrutiny Committee

- (1) To review the implementation of existing policies and to consider the scope for new policies with regard to all aspects of the discharge of the Council's functions concerning the environment, economic activity and enterprise, integrated planning and transport and community services, including community safety and emergency planning, libraries, arts and cultural heritage of the County.
- (2) To assess the effectiveness of decisions of the Cabinet in these areas of the Council's statutory activity;
- (3) To relate scrutiny conducted under paragraphs (1) and (2) to the achievement of the Council's strategic priorities and to its objectives of promoting sustainable development and of delivering best value in all its activities;
- (4) To make reports and recommendations as appropriate arising from this scrutiny.

People's Scrutiny Committee

- (1) To review the implementation of existing policies and to consider the scope for new policies for all aspects of the discharge of the Council's functions concerning the provision of personal services for children and adults including social care, safeguarding and special needs services, schools and learning.
- (2) To assess the effectiveness of decisions of the Cabinet in these areas of the Council's statutory activity;
- (3) To relate scrutiny conducted under paragraphs (1) and (2) to the achievement of the Council's strategic priorities and to its objectives of promoting sustainable development and of delivering best value in all its activities;
- (4) To make reports and recommendations as appropriate arising from this scrutiny.

Health & Wellbeing Scrutiny Committee

- (1) To review the implementation of existing policies and to consider the scope for new policies for all aspects of the discharge of the Council's functions relating to the health and wellbeing of the people of Devon including the activities of the Health & Wellbeing Board, when established, and the development of commissioning strategies, strategic needs assessments and, generally, to discharge its functions in the scrutiny of health services.
- (2) To assess the effectiveness of decisions of the Cabinet in these areas of the Council's statutory activity;
- (3) To relate scrutiny conducted under paragraphs (1) and (2) to the achievement of the Council's strategic priorities and to its objectives of promoting sustainable development and of delivering best value in all its activities;
- (4) To make reports and recommendations as appropriate arising from this scrutiny to the County Council and to the Secretary of State for Health in accordance with the Local Authority (Overview and Scrutiny Committees Health Scrutiny Functions) Regulations 2002.

ANNEX

A PROTOCOL FOR RELATIONSHIPS AND COMMUNICATIONS BETWEEN THE CABINET AND SCRUTINY COMMITTEES

This protocol supplements the Scrutiny Procedure Rules contained in the Council's Constitution which affect the operation of the Committee process or impact upon individual members. This protocol does not form part of the Constitution but is reproduced here for convenient reference.

1. Chairmen and Vice-Chairmen of Scrutiny Committees will be appointed at the Annual Meeting of the Council.
2. The positions of Chairmen of Scrutiny Committees may be filled by members of minority groups and the positions of Vice Chairmen of such Committees by members of the majority group, at the discretion of the Council.
3. Co-ordination of the activities of Scrutiny Committees and their Task Groups shall be undertaken by the Chairmen and Vice-Chairmen of Scrutiny Committees, meeting jointly, to avoid duplication of effort and to ensure that the resources of the Council are best directed to support the work of Scrutiny Committees through, for example, investigating current or future policy development or scrutinising decisions of the Cabinet in connection with the discharge of the Council's functions rather than simply reviewing or monitoring operational performance; including, for example, guidance on the number of Task Groups that may be supported over a given period of time.
- 3.1 It should be also regarded as good practice, as part of the regular bi-annual meetings between the Chairmen and Vice-Chairmen of Scrutiny Committees and the Leader of the Council, to review any such work programmes to ensure optimum resources may be made available or obviate any potential difficulty or conflict with the Council's strategic objectives or policy development.
4. Members of the Council may attend meetings of Scrutiny Committees to observe proceedings.

- 4.1 To promote communication and understanding, all Scrutiny Committees will extend a standing invitation to Cabinet Members to attend meetings of those Committees most relevant to their responsibilities, to listen to the debate and contribute, if invited.
- 4.2 Cabinet Members may only speak at Scrutiny Committee meetings at the invitation of the Committee. However, if a Cabinet Member asks to speak, then the Committee is asked to be receptive to that request. (Where the request is made prior to the meeting, it should be referred to the Chairman. Scrutiny Officers will act as the contact point for such requests),
- 4.3 Scrutiny Committees are encouraged regularly to call Cabinet Members to account.
- 4.4 Scrutiny Committees are urged to question Cabinet Members directly on the reasons for and merits of member-level decisions.
- 4.5 Scrutiny Officers will draw Cabinet Members' attention to impending investigations that appear likely to affect their areas of responsibility.
- 4.6 Where a Scrutiny Committee specifically wishes to question a Cabinet Member about some aspect of his/her remit:
 - the Scrutiny Officers should give as much notice as possible of the topic under consideration and the date on which it is to be considered;
 - the agenda will include an indicative time for the consideration of the item in question; and
 - that item will appear early on the agenda.
- 4.6.1 The Leader of the Council will seek to ensure:
 - that the appropriate Cabinet Member(s) attends each relevant Scrutiny Committee meeting in the Council's approved calendar; or
 - where the Cabinet Member is not able to attend, then another member of the Cabinet should attend in his/her stead.
- 4.7 All other members may, in line with Standing Order 25 and the Scrutiny Procedure Rules, speak to any item under consideration with the consent of the Scrutiny Committee.
- 4.8 There may be occasions when a Scrutiny Committee will discuss an issue which is of purely local significance relating exclusively to the electoral division of an individual member. In those circumstances even if he or she is a Member of the Cabinet that Member shall be deemed to have been invited by the Scrutiny Committee and may attend and speak to that meeting in line with Standing Orders.
5. A Scrutiny Committee may ask witnesses to attend to address them on any matter under consideration, as set out in detail in the Scrutiny Procedures Rules in the Council's Constitution.
- 5.1 Scrutiny Committees' questioning of officers should centre on professional, technical and managerial matters.
- 5.2 Service Directors are asked to ensure that, as far as possible, an officer is present to represent each Directorate when items affecting it feature on a Scrutiny Committee agenda.
- 5.3. It is recognised that when Scrutiny Committees are exploring options for the development of new policy, professional and technical information from officers is likely to play a greater role than input from Cabinet Members.

6. Information on a Scrutiny Committee's work programme should be circulated to complement the Cabinet's Forward Plan.
7. A Scrutiny Committee will not normally undertake site visits or public surveys or hold general public meetings unless it can be demonstrated that such a course of action is essential to its investigations and would be a cost-effective method of obtaining that information. While a Scrutiny Committee may appoint ad hoc working groups to look at specific topics relating to its terms of reference, the prior approval of the Procedures Committee will be required to the holding of any "Select Committee" style investigation in an area of or upon a subject upon which the Council does not have powers and duties.
8. In relation to the preparation and consideration of Reports by a Scrutiny Committee Task Group the following shall apply:
 - 8.1. The Task Group takes evidence from contributors. As those contributions are written up, each contributor is offered a chance to comment on the accuracy of the record of his/her evidence.
 - 8.2. Once all the evidence is taken, the Scrutiny Officer drafts a report and recommendations to reflect the preliminary views of the Task Group. A copy of this will be sent to the relevant Cabinet Member/Chief Officer and when the Task Group meets to consider and sign off the draft it is open to him or her to ask to attend and highlight any perceived inaccuracies or misunderstandings in the report. The meeting at which the Task Group discusses the draft should normally be held in Part II so that any differences of opinion can be aired in private.
 - 8.3. The entitlement of a Member to reasonable access to all documents within the Council's custody prevails over all other considerations and any commitment given to a witness who gives evidence at a hearing must contain the caveat that, once settled, the notes of the proceedings may be shown in confidence to any County Councillor who can satisfy the County Solicitor of his or her "need to know"; accepting that in very exceptional circumstances it may be necessary to provide a member with an edited version of the notes.
 - 8.4. When the Task Group has settled the report and recommendations these go on the agenda for the next Scrutiny Committee meeting.
 - 8.5. When the Scrutiny Committee agenda is published, the Cabinet Member/Director or Head of Service concerned will receive a copy. If any of the Task Group's final recommendations cause them concern, they can ask to speak at the Scrutiny Committee meeting (Cabinet Members have a standing invitation to attend).
 - 8.6. The Scrutiny Committee will consider the Task Group's recommendations and any comments from the Cabinet Member/Chief Officer, then decide whether to refer the recommendations to the Cabinet as they stand or with changes arising from the debate - or occasionally they may ask the Task Group to go back and do more work.
 - 8.7. The report and recommendations go to the next Cabinet. That allows sufficient time for the Cabinet Member/Chief Officer to give a written response to any of the recommendations felt to be unacceptable to them in the form set out. The Cabinet can then debate the pros and cons and come to a view (or ask for more information, pending a debate at a later meeting).