

**BABERGH DISTRICT COUNCIL**

**FROM: HEAD OF LEGAL &  
ADMINISTRATIVE SERVICES**

**REPORT NUMBER    **E26****

**TO:    OVERVIEW AND SCRUTINY  
(STEWARDSHIP)  
(COMMUNITY SERVICES)**

**DATES OF MEETINGS    17 May 2005  
24 May 2005**

**REVIEW OF THE OVERVIEW AND SCRUTINY ROLE AND APPROACH**

1.    **SUMMARY**

In accordance with one of the aims of the CPA Improvement Plan to agree the basis upon which the Committee should carry out the review of the Overview and Scrutiny role in order to strengthen the effectiveness of the Overview and Scrutiny Committees.

2.    **RECOMMENDATIONS**

2.1    That a working group be established to undertake a review of the Overview and Scrutiny role and approach and the basis on which the review is to be carried out as set out in Section 4 below be approved subject to any other suggestions made at the Committee.

2.2    That consideration be given to the appointment of 2 members to serve on the working group.

3.    **FINANCIAL IMPLICATIONS**

3.1    Other than Officer and Member time (including travelling) none identified.

4.    **KEY INFORMATION**

4.1    It is suggested that the composition of the working group be:-

2 Members of each of the Overview and Scrutiny Committees  
Head of Legal and Administrative Services  
Committee Services Representatives  
Corporate Support Unit Representatives

4.2    To assist with the review it is suggested that the Review Group consider materials from the Office of the Deputy Prime Minister and Local Government Information Unit. In addition guidance will be available from the Improvement and Development Agency and the East of England Regional Assembly. It may also prove worthwhile to visit one or two local authorities who have been identified as operating 'best practice' by East of England Regional Assembly

4.3    Following investigations and consideration by the Review Group a report will be submitted to the appropriate committees in due course.

**CONTACT: Steve Ellwood**

**DIRECT LINE: 01473 825876**

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