



Report of the Head of Scrutiny and Member Development

Scrutiny Board (City Development)

Date: 9th September 2008

Subject: Recommendation Tracking

Electoral Wards Affected: All

Ward Members consulted
(referred to in report)

Specific Implications For:

Equality and Diversity

Community Cohesion

Narrowing the Gap

1.0 Introduction

- 1.1 It is a requirement under the scrutiny procedure rules that the board receives a quarterly report on recommendation tracking, to ensure that scrutiny recommendations are more rigorously followed through. This process enables the board to monitor progress and identify completed recommendations; those progressing to plan; and those where there is either an obstacle or progress is not adequate. The board will then be able to take further action as appropriate. Currently there are recommendations outstanding in respect to the previous board's inquiry on consultation which was published in April 2008. Comments from the department have been invited on their implementation and will be tabled at today's meeting.
- 1.2 A standard set of criteria has been produced, to enable the Board to assess progress. These are presented in the form of a flow chart at Appendix 1. The questions should help to decide whether a recommendation has been completed, and if not whether further action is required.
- 1.3 In order to assist the Board in identifying progress, the Principal Scrutiny Adviser will give a draft status for each recommendation. The Board will be asked to confirm whether these assessments are appropriate, and to change them where they are not.
- 1.4 In deciding whether to undertake any further work, members will be asked to consider the balance of the board's work programme.

2.0 Recommendation

- 2.1 Members are asked to:
- Agree those recommendations which no longer require monitoring;
 - Identify any recommendations where progress is unsatisfactory and determine the action the Board wishes to take as a result.