



A Guide to Strategic Overview and Scrutiny

Version & Policy Number	Version 3.0
Guardian	Democratic Services
Date Produced	August 2024

Approved by Scrutiny	9 June 2022
Approved by Full Council	5 September 2022

Summary

This guide explains how overview and scrutiny works at Rutland County Council. It aims to help members of the public better understand the process and explain how they can be involved with it.

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1.0 WELCOME

- 1.1 This guide outlines the work of our Strategic Overview and Scrutiny Committee.
- 1.2 The role of overview and scrutiny is to look at issues that matter to Rutland residents, challenge decision takers and drive improvement.
- 1.3 The Strategic Overview and Scrutiny Committee does not deal with individual queries, concerns or complaints.

2.0 HOW DOES OVERVIEW AND SCRUTINY WORK IN RUTLAND?

- 2.1 Rutland County Council has one Strategic Overview and Scrutiny Committee that has responsibility for scrutinising all areas of council and partnership working.
- 2.2 The Committee meets a minimum of 6 times a year but, very occasionally, the committee will hold an additional meeting, for example to deal with items 'Called-In'¹ by members.
- 2.3 The Strategic Overview and Scrutiny Committee is made up of nine elected members. Membership details, meetings dates, agendas and previous minutes can be found on the council's website at:
<https://rutlandcounty.moderngov.co.uk/mgCommitteeDetails.aspx?ID=429>

3.0 WHAT DOES OVERVIEW AND SCRUTINY DO?

- 3.1 The Strategic Overview and Scrutiny Committee helps shape policy, checks resources are used responsibly and ensures that those in power hear the voices of Rutland residents.
- 3.2 Full details about the overview and scrutiny process including the committee's procedure rules can be found in the constitution on the council's website: [Council Constitution](#).

¹ Members can call-in an official decision if they think it has been made incorrectly. If their request is upheld, the Overview and Scrutiny Committee will meet to examine the decision and whether it should be referred back for reconsideration by Cabinet or Full Council.

4.0 THE STRATEGIC OVERVIEW AND SCRUTINY COMMITTEE WORK PLAN

- 4.1 The Strategic Overview and Scrutiny Committee sets an annual work plan that identifies the key topics for consideration in the coming year.
- 4.2 Scrutiny members collectively agree the work they want the committee to undertake, they prioritise these topics and then agree how they will be scrutinised.

5.0 CAN MEMBERS OF THE PUBLIC SUGGEST A TOPIC TO BE SCRUTINISED?

- 5.1 Yes, members of the public can suggest a topic for the Strategic Overview and Scrutiny Committee to scrutinise by emailing democraticservices@rutland.gov.uk detailing what they would like scrutinising and why.
- 5.2 Suggestions can be made throughout the year as the committee keeps its work plan under constant review.
- 5.3 The 'Process for Assessing a Proposal from a Member of the Public' can be found on the council's [Overview and Scrutiny](#) webpage.

6.0 CAN MEMBERS OF THE PUBLIC ATTEND A STRATEGIC OVERVIEW AND SCRUTINY COMMITTEE MEETING?

- 6.1 Yes, members of the public can attend a Strategic Overview and Scrutiny Committee meeting. The only time members of the public will not be allowed to observe or listen to a meeting is when the committee is considering exempt/confidential information at which point members of the public will be asked to leave the meeting and the live webcast halted.
- 6.2 The committee meetings are held 'in public' but are not a 'public meeting' so members of the public are only allowed to observe and listen to meetings of the Strategic Overview and Scrutiny Committee. A 'public meeting' is an informal meeting where the public can take part as there are no rules regarding who speaks. A meeting 'in public' is a formal meeting, governed by procedure rules regarding who may/may not speak.

- 6.3 As such, members of the public have no right to speak in a scrutiny committee meeting unless they have previously requested to submit a petition, deputation or question. Details on how to submit a petition, deputation or question can be found on the council's ['How to have your say at council meetings'](#) webpage.

7.0 OVERVIEW AND SCRUTINY OF PERFORMANCE

- 7.1 The Strategic Overview and Scrutiny Committee scrutinises performance to drive improvements and this includes partnership arrangements such as:
- The Safer Rutland Partnership
 - The Children and Young People's Partnership
 - The Leicester, Leicestershire and Rutland Integrated Health & Wellbeing Partnership
 - The Leicester, Leicestershire and Rutland Police and Crime Panel
 - The Rural Community Council (Leicestershire and Rutland)

8.0 OVERVIEW AND SCRUTINY OF FINANCE

- 8.1 Overview and scrutiny also plays a key role in ensuring the council has a strong financial management framework in place.
- 8.2 The Strategic Overview and Scrutiny Committee works alongside the Audit and Risk Committee, which oversees the financial reporting process and provides independent scrutiny of the authority's financial and non-financial performance.
- 8.3 The Centre for Governance and Scrutiny has published a guide on ['Audit, Scrutiny and Risk'](#) to support members to understand the key elements of risk management and the respective roles of audit and of scrutiny committees in providing appropriate challenge and support to authorities' risk management practice.

9.0 REGIONAL AND JOINT SCRUTINY

- 9.1 Leicester City Council, Leicestershire County Council and Rutland County Council have jointly created the [LLR \(Leicester, Leicestershire and Rutland\) Joint Health Scrutiny Committee](#). This committee scrutinises the delivery of services and examines issues which cut across the geographical boundaries.

- 9.2 The East Midlands Scrutiny Network meets four times a year and provides a forum for councillors and officers to share information, good practice and experiences of overview and scrutiny.

**A large print version of this document is available
on request**



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