



Report to Overview and Scrutiny Management Committee

15th February 2017

Report of: Policy & Improvement Officer

Subject: PUBLIC FEEDBACK ON SCRUTINY

Author of Report: Alice Nicholson, Policy and Improvement Officer
alice.nicholson@sheffield.gov.uk
0114 273 5065

We actively seek public feedback at each scrutiny meeting. This report provides Overview and Scrutiny Management Committee with a summary of public feedback to date at scrutiny meetings in this municipal year 2016/17

The Scrutiny Committee is being asked to:

- Note the contents of the report and provide any comment

Category of Report: OPEN

1.0 Public feedback on scrutiny meetings

Scrutiny helps ensure that people making decisions are held to account, promoting clear and open decision making. Meetings are open to the public to attend and every agenda has an item that allows members of the public to ask a question.

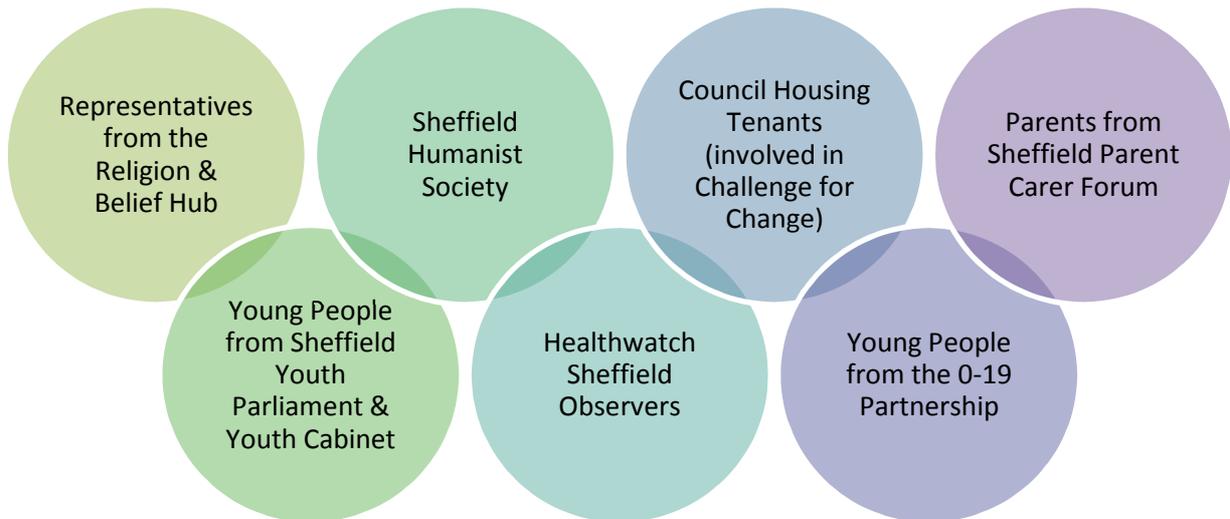
We actively seek public feedback through scrutiny information and feedback forms at each meeting. To date this municipal year we have received 7 completed forms. We also have informal discussions with attendees at and after meetings which provide useful insight. Feedback shows a fairly even split of attending to listen and attending to ask a question, there is a similar split of comments relating to the environment of the meeting or style and content of meeting. Issues raised refer to layout and difficulty hearing the debate. Positive comments include public welcoming opportunity to ask questions, useful, informative content and discussion, as well as a preference for U shape layouts in larger rooms.

1.1 Scrutiny public engagement

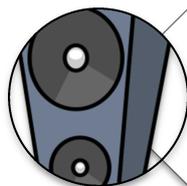
Scrutiny engages with the public in a number of ways, through:

- Councillors as elected representatives of their communities
- The appointment of statutory, co-opted and observer representatives on scrutiny (these can be both ongoing or for specific pieces of work)
- Meetings which are open to the public
- The opportunity to ask a public question/s (on any topic) at every meeting
- Targeted engagement around specific topics / issues
- Expert witnesses – invited to give evidence as part of task and finish group work, for example last year as part of the Task Group on Prevent the committee met with a member of the humanist society and representatives from the Religion & Belief Hub, as part of the Home Care Task Group they met with people who receive home care support.

These are just some of the individuals / groups that scrutiny engaged with directly with last year:



1.2 Things we've done so far to improve public experience and involvement



Speakers

To improve sound quality for public attendees speakers have been put in place in the public seating area of the conference room



Visual

We have introduced a plasma screen for public attending to see presentations more easily



Scrutiny Information & Feedback Form

This has been created to provide a brief overview of scrutiny and to enable people to give feedback, they are left in the public seating area for people to read / complete



Public Questions

When required (ie. when a question has not been answered in the meeting) we seek to provide a full written response to the individual within 10 working days. Any such written responses will be included with the minutes for the next meeting to ensure there is a public record

2.0 Recommendation

Overview and Scrutiny Management Committee notes the content of the report, the public feedback received to date this municipal year, action in response.

This page is intentionally left blank