

Blaenau Gwent County Borough Council

Action Sheet

Ordinary Meeting of the Council

Meeting Date	Action to be Taken	By Whom	Action Taken
20 th July, 2023	<p><u>Item No. 36 – Annual Scrutiny Report 2022-2023</u></p> <p>➤ Reference was made to Appendix 1 of the document relating to scrutiny evaluation, in particular completion of the evaluation forms when it stated that this element of the process needed to be further developed and improved.</p> <p>The Head of Democratic Services be requested to review this aspect of the evaluation process in order to provide a more modern and better performing completion of the scrutiny evaluation process going forward.</p>	Head of Democratic Services, Governance & Partnerships	<p>Service Manager Performance and Democratic and Scrutiny Officer met with the Chairs and Vice-Chairs of Scrutiny on 2nd August, 2023, where the following was agreed and actioned:</p> <ul style="list-style-type: none">• To review the Chairs Evaluation.• To provide evaluative comments and statistics to each individual Chair following every Scrutiny Committee Meeting.• For a standing item to be included on all future Chairs and Vice-Chairs meeting agendas to review the commentary received from the evaluation process across all committees.• For the Chairs of Scrutiny to encourage evaluative discussion from Members in the Scrutiny Committee, evaluation sessions and to also complete the evaluation form. <p>Action: Complete</p>

Meeting Date	Action to be Taken	By Whom	Action Taken
20 th July, 2023	<p><u>Item 38 – Civic Centre Integrated Impact Assessment (IIA)</u></p> <ul style="list-style-type: none"> ➤ Investigations take place into identifying an alternative venue to hold Full Council meetings for the current time (it was noted that these meetings needed to be offered on a hybrid basis). <p>A full Integrated Impact Assessment be completed for any alternative venue identified.</p>	Head of Democratic Services, Governance & Partnerships	<p>The format and mechanism for holding formal meetings is set out in the Council’s Multi Location Meetings Policy. This policy will be reviewed on a regular basis and is on the forward work programme for Democratic Services Committee for 2023/24. Potential venues will also be discussed at the Local Wellbeing Partnership Meeting. As we legally have to provide a hybrid option for people to join remotely, any potential venue will need to have access to such equipment to avoid additional costs.</p> <p>Action: Complete</p>