



## **OVERVIEW AND SCRUTINY**

### **SCRUTINY PANEL 2 – MUSEUM TRUST (PRE-DECISION SCRUTINY)**

#### **1. Purpose/Objectives of the Pre-Decision Scrutiny Activity**

Pre-decision Scrutiny - Scrutiny of the establishment of the Museum Trust to ensure the best outcome for the future of the Museum Service and Cultural Quarter.

The purpose of the meetings is to:

- Help non-Executives understand the process of establishing a Museum Trust and the legal framework around the establishment of a Museum Trust.
- Enable non-Executives to meaningfully challenge the rigour and robustness of the process.

#### **2. Outcomes Required**

- To provide Scrutiny input, at the pre-decision stage, of the establishment of a Museum Trust

#### **3. Information Required**

- Background data
- Background reports
- Best practice data
- Evidence from expert internal witnesses
- Evidence from expert external witnesses (if applicable)
- Site visits (if applicable)

#### **4. Format of Information**

- Background data, including:
  - Presentation to set the scene
  - Relevant Legislation
  - Relevant data

#### **5. Methods Used to Gather Information**

- Minutes of meetings
- Desktop research
- Officer reports
- Presentations

#### **6. Co-Options to the Pre-Decision Scrutiny Activity**

No co-optees suggested for this pre-decision Scrutiny activity

#### **7. Community Impact Screening Assessment**

- A Community Impact Screening Assessment to be undertaken on the scope of the Pre-Decision Scrutiny activity

#### **8. Evidence gathering Timetable**

May 2016 – September 2016

- 23 May 2016 - Scoping meeting
- 20 June - Evidence gathering
- 14 July - Evidence gathering
- 15 September - Evidence gathering/Scrutiny comments

Meetings to commence at 6.00 pm

## **9. Responsible Officers**

Lead Officers Julie Seddon, Director of Customers and Communities and Nick Gordon, Cultural Services Manager, following initial scoping meeting

Co-ordinator Tracy Tiff, Scrutiny Officer

## **10. Resources and Budgets**

Julie Seddon, Director of Customers and Communities and Nick Gordon, Cultural Services Manager, following initial scoping meeting, to provide internal advice.

## **11. Final report presented by:**

Completed by September 2016. Presented by the Chair of the Scrutiny Panel to the Overview and Scrutiny Committee and then to Cabinet.

## **12. Monitoring procedure:**

Review the impact of the report after six months