

OVERVIEW AND SCRUTINY EXERCISE SCOPING CHECKLIST

This form is to assist Members to scope the overview and scrutiny exercise in a focused way and to identify the key issues it wishes to investigate.

- Topic: **Sponsorship**

- Specific subject areas to be investigated:

To develop and improve the policy on sponsorship funding and specifically, ensure that:

- organisations from which the Council receives sponsorship have a Ethics, Diversity and Equalities Policy
- the Council does not support or promote organisations that could damage the reputation of the Council
- the Council receives Value For Money.

- Possible key outcomes:

(i.e. please state what Members hope to achieve through this investigation):

A policy fit for purpose

- Should the relevant Portfolio Holder(s) be invited to give evidence? **YES**
- Which officers should be invited to give evidence?
(Please state name of officer and/or job title)

P. Street (Executive Director – Partnerships and Projects); F. Scott / C. Felton (Equalities and Diversity Officer)

- Should any external witnesses be invited to give evidence? **YES/NO***
If so, who and from which organisations?

Yet to be decided

(*Delete as appropriate)

- What key documents/data/reports will be required?

Government guidelines and other authority's policies

- Is it anticipated that any site visits will be required? **NO**
If so, where should members visit?

N/A

- Should a period of public consultation form part of the exercise? **NO**
If so, on what should the public be consulted?

Usual press release requesting comments/suggestions is likely to be enough for this particular topic but the Overview Board may decide otherwise.

(Please Note: A separate press release requesting general comments/suggestions from the public will be issued in the normal way at the beginning of the investigation.)

- Have other authorities carried out similar overview and scrutiny exercises? **NO**
If so, which authorities?

Not aware of any other authority exploring sponsorship but there is a need to investigate further research may be required.

- Will the investigation cross the District boundary? **NO**
If so, should any other authorities be invited to participate? **NO**
If yes, please state which authorities:

N/A

- Would it be appropriate to co-opt anyone on to the Task Group/Board whilst the Overview and Scrutiny exercise is being carried out? **YES/NO***
If so, who and from which organisations?

Unknown at this stage – to be discussed by the Overview Board.

- What do you anticipate the timetable will be for the Overview and Scrutiny exercise?

Within the guidelines

(*Delete as appropriate)