

Article 6 – The Overview and Scrutiny Committee

6.01 Terms of Reference

The Council will appoint an Overview and Scrutiny Committee to discharge the functions conferred by section 21 of the Local Government Act 2000 and regulations made under section 32 of the Local Government Act 2000 in relation to all matters falling within its terms of reference or statutory role.

6.02 General Role

Within its terms of reference the Overview and Scrutiny Committee will:

- i) review and/or scrutinise decisions made or actions taken in connection with the discharge of any of the Council's functions;
- ii) make reports and/or recommendations to the full Council and/or the Executive and/or any Committee or Joint Arrangement in connection with the discharge of any functions;
- iii) consider any matter affecting the area or its inhabitants;
- iv) exercise the right to "call-in", for reconsideration, decisions made but not yet implemented by the Executive and any other body or person exercising delegated powers on behalf of the Council;
- v) consider any decisions by the Executive or any other body or person exercising delegated powers on behalf of the Council which have been "called-in" pursuant to the Council's "call-in" procedure;
- vi) consider Best Value Reviews and make recommendations to the Executive;
- vii) maintain a database to monitor and review its work programmes.

6.03 Specific Functions

The Overview and Scrutiny Committee will discharge its functions in a way which is inclusive, constructive and non-adversarial.

- (a) **Policy development and review.** The Overview and Scrutiny Committee may:
 - i) assist the Council and the Executive in the development of its budget and policy framework by in-depth analysis of policy issues;
 - ii) conduct research, community and other consultations in the analysis of policy issues and possible options;
 - iii) consider and implement mechanisms to encourage and enhance community participation in the development of policy options;
 - iv) question members of the Executive and/or Committees and any member of the Corporate Management Board about their views on

issues and proposals affecting the area; and

- v) liaise with other external organisations operating in the area, whether national, regional or local, to ensure that the interest of local people are enhanced by collaborative working.

(b) **Scrutiny.** The Overview and Scrutiny Committee may:

- i) review and scrutinise the decisions made by and performance of the Executive and/or Committees and senior council officers both in relation to individual decisions and over time;
- ii) review and scrutinise the performance of the Council in relation to its policy objectives, performance targets and/or particular service areas;
- iii) question members of the Executive and/or Committees and any member of the Corporate Management Board or Team Leaders about their decisions and performance, whether generally in comparison with service plans and targets over a period of time, or in relation to particular decisions, initiatives or projects;
- iv) make recommendations to the Executive and/or appropriate Committee and/or Council arising from the outcome of the Scrutiny process;
- v) review and scrutinise the performance of other public bodies in the area and invite reports from them by requesting them to address the Overview and Scrutiny Committee and local people about their activities and performance; and
- vi) question and gather evidence from any person (with their consent).

(c) **Finance.** The Overview and Scrutiny Committee may exercise overall responsibility for the finances made available to them.

(d) **Annual report.** The Overview and Scrutiny Committee must report annually to full Council on their workings and make recommendations for future work programmes and amended working methods if appropriate.

(e) **Officers.** If applicable the Overview and Scrutiny Committee may exercise overall responsibility for the work programme of the officers employed to support their work.

6.04 **Proceedings of Overview and Scrutiny Committee**

The Overview and Scrutiny Committee will conduct their proceedings in accordance with the Overview and Scrutiny Procedure Rules set out in Part 4 of this Constitution.

6.05 **Advisory Bodies**

The Overview and Scrutiny Committee may establish Advisory Bodies to facilitate the discharge of its functions and may appoint such Councillors, or non-Councillors, to any Advisory Body as it considers appropriate.