

Article 6 - Overview and Scrutiny Committees

DETR Guidance - Chapter 3

Access to Information Regs 2000 - Reg 18 - Sections 21 and Schedule 1 para 7
Local Government Act 2000 - Constitutions Direction - Para 3(k)

6.01 Terms of Reference-

The Council will have 4 Overview and Scrutiny committees (Scrutiny Committees) - Environment, Economic, Social, Audit and Resources. The scope of activity for each of these is set out in the table below

Scrutiny Committee	Service Area	Services Covered
Environment	Environmental Health Planning Engineering	Environmental Health, Flooding, Sewerage, Waste Collection, Street Cleansing, Licensing and Registration, Environmental Policy, Planning / Conservation
Economic	Leisure & Amenities Regenesis SWEAT	Economic Development, Town Centre Management, Car Parks, Transport, Plans, Traffic Management, Tourism, Public Conveniences, Markets, Mops, Spa Centre, Pump Rooms, Sports Facilities, Parks and Open Spaces, General Leisure and Amenities, Cemeteries and Crematorium
Social	Housing Environmental Health Benefits One Stop Shops Council Tax and Rating ICT	HRA Landlord Activity, Housing Enabling, Homelessness, Private Sector Housing Renewal, Housing Advances, Local Tax Collection, Housing Benefits, Land Charges, One Stop Shops, Community Development, Assisted Travel Scheme
Audit and Resources	Chief Executive's Office Finance Property ICT	Democratic Representation and Corporate Management, Electoral Service, Council Support Services, Management of the Council, issues of an audit nature, Commercial Property Management

6.02 **General role**

Within their terms of reference, overview and scrutiny committees 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 policy, joint or area committee in connection with the discharge of any functions;
- iii) consider any matter affecting the area or its inhabitants; and
- iv) exercise the right to call-in, for reconsideration, decisions made but not yet implemented by the executive and/or any policy or area committees.
- (v) agree the terms of reference of best value reviews

6.03 **Specific functions**

(a) **Policy development and review.**

Overview and scrutiny committees 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 consultation 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 chief officers 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 interests of local people are enhanced by collaborative working.

(b) **Scrutiny**

Overview and scrutiny committees may:

- i) review and scrutinise the decisions made by and performance of the executive and/or committees and 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 chief officers about their decisions and performance of their services, 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) best value: carry out fundamental reviews of Council services in conjunction with the Executive
- vi) 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
- vii) question and gather evidence from any person (with their consent).

(c) **Finance**

Overview and scrutiny committees may exercise overall responsibility for the finances made available to them (if any).

(d) **Annual report**

Overview and scrutiny committees must report annually to full Council on their workings and make recommendations for future work programmes and amended working methods if appropriate.

6.04 Proceedings of overview and scrutiny committees

Overview and scrutiny committees will conduct their proceedings in accordance with the [Overview and Scrutiny Procedure Rules](#) and the Council procedure rules (in part) as set out in Part 4 of this Constitution.

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