

ARTICLE 6 – OVERVIEW AND SCRUTINY COMMITTEES

6.01 Terms of Reference

The Council will appoint five Overview and Scrutiny Committees to discharge the functions conferred by Section 21 of the Local Government Act 2000:

- Adults, Wellbeing and Health
- Children and Young People
- Resources and Performance
- Enterprise, Growth and Community Infrastructure
- Safer and Stronger Communities.

In addition:

- The Adults, Wellbeing and Health Overview and Scrutiny Committee will discharge functions under Section 7 of the Health and Social Care Act 2001.
- The Safer and Stronger Communities Overview and Scrutiny Committee will discharge functions under Sections 19 and 20 of the Police and Justice Act 2006, as amended by Section 126 of the Local Government and Public Involvement in Health Act 2007.
- Full Council shall, at its absolute discretion, have the power to appoint ad hoc Panels to consider particular issues or services. Such Panels shall be time-limited in their task and focus primarily on cross-cutting issues. Ad hoc Panels shall not have the power to call in any decisions.

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 any of the following in connection with the discharge of any functions:
 - The full Council
 - The Cabinet
 - Joint or area committees
 - Partner organisations and partnership working.
- (iii) Review the policies and performance of the Council and the achievement of service targets.
- (iv) Consider any matter affecting the area or its inhabitants.
- (v) Exercise the right to call-in, for reconsideration, decisions made but not yet implemented by the Cabinet and/or any area committees.

- (vi) Respond to Councillor Calls for Action raised by individual members in accordance with Section 119 of the Local Government and Public Involvement in Health Act 2007. The Safer and Stronger Communities Overview and Scrutiny Committee will respond to Councillor Calls for Action relating to crime and disorder and community safety issues in accordance with the Police and Justice Act 2006.

6.03 **Management of Overview and Scrutiny Arrangements**

An Overview and Scrutiny Management Group shall be established comprising the Chairmen of the five standing Overview and Scrutiny Committees and the Cabinet Overview and Scrutiny Liaison Member. Where this does not include a representative from a Political Group represented on the Council, the relevant Group Leader will be invited to appoint a representative to join the Overview and Scrutiny Management Group.

The Overview and Scrutiny Management Group will propose an annual work plan to the full Council, including recommending the setting up of any ad hoc Panels.

6.04 **Specific Functions**

(a) **Policy Development and Review:** Overview and Scrutiny Committees may:

- (i) Assist the Council and the Cabinet in the development of the Budget and Policy Framework.
- (ii) Question members of the Cabinet and/or committees and senior officers* about their views on issues and proposals affecting the area.
- (iii) 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 Cabinet 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 Cabinet and/or committees and senior officers* 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 Cabinet 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.
 - (vi) Question and gather evidence from any person (with their consent).
 - (vii) Receive petitions calling officers to account in accordance with the Council's Petitions Scheme.
 - (viii) Review the steps taken to respond to a petition [a Petition Review] in accordance with the Council's Petitions Scheme.
- (c) **Annual Report:** Overview and Scrutiny Committees must report annually to full Council on their work and make recommendations for future work programmes and amended working methods if appropriate.

6.05 **Proceedings of Overview and Scrutiny Committees**

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

6.06 **Co-options to Overview and Scrutiny Committees**

An Overview and Scrutiny Committee may appoint up to three people at any one time as non-voting co-opted members, provided the appointments are made in accordance with paragraph 3 of the Overview and Scrutiny Procedure Rules set out in Part 4 of this Constitution.

[Note: *For the purpose of this Article, senior officer means Chief Executive, Executive Director, Corporate or Service Director, as defined in Part 4 (Officer Employment Procedure Rules) of this Constitution.]