

### **PART 7 - OVERVIEW AND SCRUTINY**

#### **PART 7.1 – OVERVIEW AND SCRUTINY COMMITTEE**

##### **1. OVERVIEW AND SCRUTINY COMMITTEE**

###### **1.1 Terms of reference**

- a) To consult on the Overview and Scrutiny work programme and agree its contents. The work programme to be a rolling programme.
- b) To respond to requests from the Cabinet and /or Council to undertake overview and scrutiny reviews as it sees fit.
- c) To act as the Council's Crime and Disorder Committee and to meet for that purpose at least once a year.
- d) When acting as the Crime & Disorder Committee, to be able to co-opt members and determine whether they are entitled to vote on any matter, in accordance with the Crime and Disorder (Overview and Scrutiny) Regulations 2009.
- e) To review and scrutinise the executive's decisions, including prior scrutiny of proposed executive decisions, and decisions made by committees and officers.
- f) To contribute to the development of the Budget and other financial strategies, and review the performance of the executive against the Budget and other financial targets.
- g) To contribute to, and review, the development of the Council's corporate management policies, including risk management and corporate governance policies and strategies, and to review the performance against targets, and review the effectiveness of the policies and strategies over time.
- h) To exercise the right, set out in the 'Call-in' Rules of Procedure, contained in Part 6 and 7 of this Constitution, to call-in for review, and recommend for re-consideration, any decisions made by the executive but not implemented.
- i) Agree the scope of task and finish group overview and scrutiny reviews and appoint members to task groups. [Numbers of task groups will be dependent upon resources and the availability of members and officer support, and groups cannot be simultaneous or concurrent].
- j) When agreeing an overview and scrutiny topic for task group investigation the committee will follow the set of criteria set out below to ensure its suitability for an overview scrutiny review. In order to qualify for consideration, submissions for topics to review must conform to at least one of the following:
  - affect a group or community of people (overview and scrutiny will not normally look at service complaints) that either live or work in the district,
  - be an issue of significant public concern,
  - relate to a service, event or issue in which the Council has a significant stake,

### Appendix 3

- not be an issue which scrutiny has considered during the past 24 months,
  - not be an issue dealt with by another Council committee (excluding cabinet).
- k) Manage and co-ordinate task group work by checking that progress is according to timetable and testing the soundness of recommendations against scopes.
- l) Together with the task group chairs, formally present task group reports to Cabinet or Council or other appropriate groups and organisations.