

Terms of reference

The Council will appoint the Scrutiny Committees set out in the left hand column of the table below to discharge the functions conferred by section 21 of the Local Government Act 2000 in relation to the matters set out in the right hand column of the same table :

Scrutiny Committee	Scope
Corporate Resources	Corporate Policy and Communications Finance, ICT and Property Legal and Democratic Human Resources Key Projects, including Surplus Land and Property, Capital Schemes and Revenue Proposals over £50,000
Economy and Environment	Economic Development, Leisure and Tourism Services, Countryside and Environmental Projects Visible Services (Waste Management and Cleansing, Highway Maintenance, Engineering Design and Procurement, Parks and Ground Maintenance) Public Works and Highways Planning and Transportation Fleet Management, Cleaning and Security
Housing and Public Protection	Public Housing Public Protection including: Regulatory Services Private Housing Community Safety Building Maintenance
Lifelong Learning	Schools (Pupil Support, School Improvement and School Support Post 16 Education and Training Libraries Community Education and Youth Service
Social Care and Health	Adult Services Children and Young People's Services Strategy and Business Innovation

General role

Within their terms of reference, 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, but with the exception of any matter which is specifically identified in the terms of reference of any other Scrutiny Committee
- ii) make reports and/or recommendations to the full Council and/or the Executive 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

In undertaking the above, Scrutiny Committees shall, in particular, include and have regard to :

- Compliance with Council policy
- Consideration of the need for changes to policy and/or practice
- Best Value

Specific functions

(a) Policy development and review.

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.

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, 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 Scrutiny Committee and local people about their activities and performance; and
- vi) question and gather evidence from any person (with their consent).

(c) Finance

Scrutiny Committees may exercise overall responsibility for the finances made available to them.

(d) Annual report.

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

(e) Officers.

Scrutiny Committees may exercise overall responsibility for the work programme of the officers employed to support their work.; it being noted that officers supporting the scrutiny function also undertake non-scrutiny related duties.

Proceedings of Scrutiny Committees

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