

## Overview and Scrutiny Committee

**Composition: 10 Councillors in political balance.**

**Quorate is a minimum of 5 Councillors (each Group may appoint reserves).**

**Members of the Committee shall not be members of the Cabinet.**

**The Chairman of the Overview and Scrutiny Committee will be appointed by Council annually.**

**Where practicable the Chairman and Vice Chairman shall not be members of the largest political group on the Council, and if possible from different political parties.**

## Terms of Reference

The Overview and Scrutiny Committee has responsibility for the performance of all Overview and Scrutiny functions (under the Local Government Act 2000 Section 9F) on behalf of the Council and for ensuring its effectiveness, including:

- 1.1 To consider and Call-in decisions relating to the discharge of Cabinet and Executive functions before those decisions are put into effect.

The Overview and Scrutiny Committee may ask the Cabinet to reconsider any such decision or, exceptionally, refer it for consideration by Council under Standing Order 72

- 1.2 To scrutinise decisions relating to the discharge of the Cabinet functions after they are put into effect.
- 1.3 To consider the notices of forthcoming Key Decisions contained in the forward plan and comment as appropriate to the decision-maker on Key Decisions (before they are taken by the Leader, Cabinet, Portfolio Holders or Officers).
- 1.4 To conduct reviews of policy, services and aspects of services where there is an identifiable need, by itself or through setting up a Task Group.
- 1.5 To make suggestions on the development of policies and suggest new policies where appropriate.
- 1.6 To work with or appoint representatives to work with other local authorities and organisations to carry out joint scrutiny.

- 1.7 To assist the Cabinet in the development of the Budget and Policy Framework and, where appropriate, establish Task Groups, or identify topics for scrutiny.
- 1.8 To receive and consider the Cabinet's work in response to external inspection and review.
- 1.9 To create Task Groups and set their Terms of Reference, to fulfil the Overview and Scrutiny requirements of the Council and the Annual Overview and Scrutiny Work Programme.
- 1.10 To review and scrutinise the performance of the Cabinet, Cabinet Committees and appropriate Officers both in relation to individual decisions and over time in respect of the executive function.
- 1.11 To approve an Annual Overview and Scrutiny Work Programme.
- 1.12 To produce an Annual Report to Council for the scrutiny process.
- 1.13 To consider matters arising from a Councillor Call for Action Standing Order 71 Local Government Act Section 9FC & (The Overview and Scrutiny (Reference by Councillors) (Excluded Matters) (England) Order 2012).
- 1.14 To consider and propose to Council any other amendments to the Constitution as necessary.