

1. SCRUTINY COMMITTEE - Terms of Reference

Form and Composition

- 1.1 The Council will appoint 13 Councillors to a Scrutiny Committee to discharge the functions conferred on the Council by Section 21 of the [Local Government Act 2000](#), and any relevant regulations. No Member of the Scrutiny Committee may be a Member of the Cabinet. Proceedings of the Scrutiny Committee shall take place in accordance with the Scrutiny Procedure Rules.
- 1.2 The Scrutiny Committee exercises overall responsibility for the finances made available to it.

General Role of the Scrutiny Committee

- 1.3 Within its terms of reference, the Scrutiny Committee may:
 - a) Review or scrutinise decisions made or actions taken in connection with the discharge of any of the Council's functions.
 - b) Make reports or recommendations to the Council or the Cabinet or any policy, joint or area committee in connection with the discharge of any functions.
 - c) Consider any matter affecting the Council area.
 - d) Consider petitions which have attracted over 600 and up to 1199 signatures and make recommendations to the Council or Cabinet.
 - e) Exercise the right to call-in, for reconsideration, decisions made but not yet implemented by the Cabinet or Cabinet Members exercising delegated powers.
 - f) Create any Task & Finish or Research Groups as required in connection with any functions that are the responsibility of the Scrutiny Committee.
 - g) Consider matters referred under s21A of the [Local Government Act 2000](#) (Councillor Call for Action).
 - h) Be the Council's designated Crime & Disorder Committee for the purposes of the [Police & Justice Act 2006](#).

Specific Functions of the Scrutiny Committee

- 1.4 Overview
 - a) Assist the Council and the Cabinet in the development of its Budget and Policy Framework where appropriate by in-depth analysis of policy issues.
 - b) Conduct community research and other consultation in the analysis of policy issues and possible options.
 - c) Consider and implement mechanisms to encourage and enhance community participation in the development of policy options.
 - d) Question Members of the Cabinet or Committees or Chief Officers about their views on issues and proposals affecting the district.
 - e) Liaise with external organisations, whether national, regional or local, to ensure that the interests of local people are enhanced by collaborative working.
- 1.5 Scrutiny
 - a) Review and scrutinise the decisions made by Cabinet and Cabinet Members exercising delegated powers, and the performance of Council Officers in relation to the impact of individual decisions on the performance of a Council service.
 - b) Review and scrutinise the performance of the Council and the Cabinet in relation to its policy objectives, performance targets or particular service areas.

- c) Question Members of the Cabinet 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.
- d) Make recommendations to the Cabinet or appropriate Committee or Council arising from the outcome of the scrutiny process.
- e) Review and scrutinise the performance of other public bodies in the Council's area and invite reports from them by requesting them to address the Scrutiny Committee about their activities and performance.
- f) Question and gather evidence from any person (with their consent).