

**ARTICLE 6 – OVERVIEW AND SCRUTINY FUNCTION**

**6.02 Terms of Reference:**

The terms of reference for each Overview and Scrutiny Committee are set out below:

**(i) Community Leadership Overview and Scrutiny Committee**

To hold scheduled ~~quarterly~~ meetings **every two months** but with the Chairman able to call additional formal meetings. Meetings of Task and Finish Groups can be called as required, following the terms of reference being agreed by the Committee.

To perform the role of Overview and Scrutiny and its functions in relation to

- Community Leadership developing the external focus of overview and scrutiny on “district-wide” issues’ (and where appropriate sub regional, regional and national issues), in particular through collaborative work with local partner authorities, providers, stakeholders and members of the public.
- Approval of discrete researched and evidenced reviews on the effectiveness of partnership operating in the area with particular focus on:
  - Community Safety
  - Health and Well-being
  - Economy, Skills and Educational Attainment
- Community engagement, development and empowerment
- **Leisure and Tourism (except matters relating to budgets)**
- **Housing Strategy and Homeless Service (except the Housing Revenue Account)**
- Emergency Planning

**(ii) Resources and Services Overview and Scrutiny Committee**

- To be chaired by a Member of a political group that is not represented on the Cabinet and to hold 8 scheduled meetings per year but with the Chairman able to call additional formal meetings. Meetings of Task and Finish Groups can be called as required, following the terms of reference being agreed by the Committee.
- To perform the role of Overview and Scrutiny and its functions in relation to the effective use of the Council’s resources including approval of discrete researched and evidenced reviews on the effectiveness of:

Financial ~~Strategy~~ **Forecast**

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Budget setting **and monitoring** (including General Fund & Housing Revenue Account)

Service Delivery and Performance (**where not delegated to the Community Leadership Overview and Scrutiny Committee**)

Procurement and Contract Management

Transformation and Digital Strategies

Customer Service and Standards