
ARTICLE 6 – OVERVIEW AND SCRUTINY **FUNCTION COMMITTEES**

6.01 General Role:

The Council will appoint ~~two~~ **three** Overview and Scrutiny Committees, whose terms of reference are as set out below. Within its ~~functions~~ **terms of reference**, each Overview and Scrutiny Committee will:

1. Review or scrutinise ~~decisions made by the~~ Cabinet ~~decisions~~ (including delegated to Portfolio Holders and Officers) ~~made or~~ or published in the forward plan, **including performance in relation to individual decisions over a period of time**;
2. **Act as a consultee on** ~~Assist with~~ policy **development** ~~formulation~~ and review of policies; ~~and~~
3. Submit to Full Council for approval an annual overview and scrutiny work programme;
4. Make reports or recommendations to the Cabinet or the Council as appropriate, with respect to the discharge of any Council function or on any matter affecting the authority's area or its inhabitants.
5. **Prepare and present an annual performance report to Full Council covering the outcomes of the overview and scrutiny functions by each committee**;
6. **Deal with any** Call-in of Cabinet decisions (including those delegated to Portfolio Holders and Officers);
7. **Consider requests for scrutiny reviews under the Councillor Call for Action process and petitions as referred under the Petitions Scheme and Council Procedure Rules.**

~~This may include~~ **In undertaking the General Role the following principles apply:**

- (i) The **focused** co-ordination of all overview and scrutiny functions on behalf of the Council **including the performance reporting on the Corporate Plan, Priorities and Projects**;
- (ii) **Appoint, where appropriate, and in accordance with its agreed work programme, a group to undertake researched and evidenced reviews on a specific topic, on a task and finish basis. The terms of reference of any Task and Finish Group must be agreed by the relevant Overview and Scrutiny Committee prior to its commencement; and**
- (iii) Consideration of the **Council's priorities** ~~business schedule for Cabinet~~ **and resources** when making **researched and evidenced recommendations and** referral decisions **as an outcome of the scrutiny** and prioritising those referrals in a timely manner.

8. ~~Receiving reports from the Leader on the Cabinet's priorities for the coming year and its performance in the previous year~~

9. ~~Submitting to Full Council for approval an annual overview and scrutiny work programme;~~

~~Call-in of Cabinet decisions (including those delegated to Portfolio Holders and Officers);~~

10. ~~Appoint Overview and Scrutiny Members to attend relevant conferences, seminars and courses; and~~

6.02 Terms of Reference:

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

(i) ~~Community Leadership and Partnerships~~ Overview and Scrutiny Committee

To hold scheduled quarterly meetings 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 Council's external-facing functions including:

- ~~Community Leadership Strategy~~ 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.
- ~~Community Services~~
- ~~Regeneration~~ Approval of discrete researched and evidenced reviews on the effectiveness of partnership operating in the area with particular focus on:
 - ~~(e.g. Community Safety Crime and Disorder Reduction~~
 - ~~and Health and Well-being~~
 - ~~Economy, Skills and Educational Attainment~~
- ~~Community engagement, development and empowerment~~
- ~~Emergency Planning~~
- ~~Local Plan/Local Development Framework~~
- ~~Consultation~~
- ~~Emergency Planning (Civil Contingencies)~~
- ~~Partnerships~~
- ~~External Scrutiny (e.g. Crime and Disorder Reduction and Health)~~

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To also support the Council's community leadership role in respect of improving aspiration and attainment of young people in the District by:

- ~~Reviewing the key drivers that impact the educational and attainment and aspirations in Tendring; and~~
- ~~Reviewing the work undertaken by the Council to develop the skills of those that live and work in the District.~~

~~(ii) Service Development and Delivery Committee~~

~~To perform the functions in relation to the policy development and implementation of the Council's services including:~~

- ~~Direct and support services~~
- ~~Services provided by contractors~~

(ii) ~~Corporate Management Committee~~ **Resources and Services Overview & 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 it's the functions in relation to the effective use of the Council's resources ~~internal-facing functions~~ including **approval of discrete researched and evidenced reviews on the effectiveness of:**

- Financial Strategy
- Budget setting **(including General Fund & Housing Revenue Account)**
- **Service Delivery and Performance management reports**
- ~~Efficiency/value for money/~~ Procurement and Contract management
- ~~Corporate Strategy~~ Contract management
- Capital Strategy and Asset Management
- ~~ICT~~ **Transformation and Digital Strategies**
- ~~Contract management and communications~~ **Customer Service and Standards**

6.03 Proceedings of the Overview and Scrutiny Committees:

The Overview and Scrutiny Committees will conduct their proceedings in accordance with the Overview and Scrutiny Procedure Rules set out in Part 5 of this Constitution.