

Article 7 – Overview Committees

7.1 Appointment and terms of reference

- 7.1.1 The Council will appoint two Committees (in this Article called “Overview Committees”) to discharge within their respective areas of responsibility the scrutiny and other functions conferred by Section 21 of the Local Government Act 2000 (as amended).
- 7.1.2 Each Committee will have the title and functional responsibilities described in the Terms of Reference of Standing Committees set out at Section G of Part 3 of this Constitution. Any dispute or difference concerning matters falling within the Terms of Reference of more than one Overview Committee will be conclusively resolved by full Council.
- 7.1.3 Each Overview Committee will comprise a Chairman and Vice-Chairman and up to a maximum of fifteen councillors appointed by the Council in accordance with Section 15 to 17 (inclusive) of the Local Government & Housing Act 1989 (“the political balance rules”). Each member of an Overview Committee will be permitted to nominate another eligible councillor as a substitute member in accordance with Rule 22 of the Council Procedure Rules set out in Section A of Part 4 of this Constitution.
- 7.1.4 A joint meeting of affected Overview Committees can be called to consider a “joint” issue (see para 22 of Council Procedure Rules).

7.2 Within its Terms of Reference, an Overview Committee will carry out the following roles:

- 1) General Role
 - (i) develop and monitor its own work programme(s);
 - (ii) review and/or scrutinise decisions made or actions taken in connection with the discharge of any of the Council’s functions whether reserved to Council or one of its committees or the Cabinet;
 - (iii) make reports and/or recommendations to the full Council and/or the Cabinet in connection with the discharge of any function;
 - (iv) with the consent of the Cabinet Leader or relevant Portfolio Holder consider reports relating to Key Decisions prior to their consideration by the Cabinet;
 - (v) consider any matter affecting the District or its residents;
 - (vi) to consider and respond to Petitions – in particular hearing evidence from Senior Officers in accordance with the adopted Petition Scheme in Part 9; and
 - (vii) to receive and investigate non-excluded local government matters as referred to in Section 21A (1) (c) of the Local Government Act 2000 (as amended) raised by a member of the Council who is not a member of the OSC; and

- (viii) the Services Overview Committee to exercise the function of the Councils Crime and Disorder Scrutiny Committee as required by the Police and Justice Act 2006 (as amended) and to receive and investigate matters concerning any local crime and disorder matter as defined by Section 19(11) of the Police and Justice Act 2006 – which are raised by a member of the Council who is not a member of that Overview Committee.

2) Overview and Scrutiny Role

- (i) review and scrutinise the performance of the Cabinet in relation to (i) policy and budgetary development and implementation, (ii) the discharge of Cabinet functions including relevant national or local performance indicators, measures or targets, and (iii) decision making generally;
- (ii) review and scrutinise the performance of the Council against its policy objectives, national or local performance indicators, measures or targets and/or the performance of particular service areas;
- (iii) question members of the Cabinet and/or Directors and Heads of Service about any matter that the Scrutiny Committee is empowered to scrutinise by the paragraphs 7.2.2) i) and ii) above;
- (iv) invite members of the public and/or representatives of community and partner organisations, or experts, to attend and give evidence to the Committee in connection with any matter arising out of, or in connection with, or resulting from, the scrutiny process;
- (v) review the performance of other public bodies in the area;
- (vi) subject to their consent first being obtained, to question and gather evidence from any person in connection with any matter arising out of, or in connection with, or resulting from, the scrutiny process; and
- (vii) exercise the right to call-in, for reconsideration, decisions made but not yet implemented by the Cabinet in accordance with the Overview and Scrutiny Procedure Rules set out in Section C of Part 4 of this Constitution.

3) Policy Development and Review Role (if requested to do so by the Council or the Cabinet)

- (i) assist in the development of the Council's Budget and Policy Framework beyond the role allocated to it by the Budget and Policy Framework Procedure Rules set out in Section E of Part 4 of this Constitution by in-depth analysis of policy issues, including conducting research and community consultation ;
- (ii) consider and implement mechanisms to encourage and enhance community participation in the development of policy options; and

- (iii) liaise with other external organisations operating in the District, whether national, regional or local, to ensure that the policy development and implementation and decision making generally is enhanced by partnership and collaborative working.

4) Finance

An Overview Committee will exercise overall responsibility for the finances made available to it.

5) Chairman's Annual Report

The Chairman of each Overview Committee will prepare and submit an Annual Report to full Council on its work programme in the previous year and projected work programme.

7.3 Proceedings of the Overview Committees

- 7.3.1 The Overview Committees will conduct their proceedings in accordance with the Overview and Scrutiny Procedure Rules set out in Section C of Part 4 of this Constitution and relevant legislation including but not limited to the Local Government Act 2000 (as amended) and the Police and Justice Act 2006 (as amended).