

**EXTRACT FROM THE CONSTITUTION: SCHEME OF ASSIGNMENT OF RESPONSIBILITY FOR FUNCTIONS**

**COMMITTEES OF THE COUNCIL**

**D. OVERVIEW AND SCRUTINY**

**1. Overview and Scrutiny Performance Board**

The role of the Overview and Scrutiny Performance Board (OSPB) will be to:

- (a) plan and co-ordinate the work of Overview and Scrutiny, to agree areas for scrutiny (including the development of an outline work programme for approval by the County Council) and terms of reference for each in-depth scrutiny review;
- (b) commission overview and scrutiny work through Overview and Scrutiny Panels, scrutiny task groups, joint working with district councils, or itself;
- (c) agree Overview and Scrutiny reports prepared by Overview and Scrutiny Panels, scrutiny task groups or joint working arrangements with district councils;
- (d) act as an interface with the Cabinet;
- (e) receive, comment and advise on the Council's policy framework and on other major policy issues (with Overview and Scrutiny Panels or scrutiny task groups being commissioned to undertake any detailed work during the year);
- (f) have overall responsibility for budget scrutiny and performance monitoring issues, with Overview and Scrutiny Panels undertaking the detailed work in respect of their respective areas of involvement;
- (g) review and/or scrutinise (or to commission a review and/or scrutiny of) decisions made or actions taken in connection with the discharge of any of the Council's functions whether or not the responsibility of the Cabinet;
- (h) contribute to the policy development of the Council by undertaking (or commissioning) the consideration of issues prior to their consideration by the Cabinet;
- (i) exercise the right to call-in, for re-consideration of decisions made but not yet implemented by the Cabinet;
- (j) decide whether and how to deal with call-ins, commissioning Overview and Scrutiny Panels or establishing scrutiny task groups to undertake any detailed work under terms of reference agreed by the Board;
- (k) decide whether and how to deal with Councillor Call for Action requests (including those requests which relate to Crime and Disorder matters); and

commission Overview and Scrutiny Panels or establish scrutiny task groups to undertake any detailed work under Terms of Reference agreed by the Board;

- (l) agree arrangements for any review of the performance of relevant external organisations which impact on the Council's functions and services and submit reports after comment, as appropriate, by the Cabinet and external organisations, to the Council;
- (m) act as the relevant 'Crime and Disorder' Scrutiny Committee undertaking those responsibilities conferred by the Crime and Disorder Act, or commission specific work to be undertaken by a specific Overview and Scrutiny Panel or establish a scrutiny task group to do so;
- (n) monitor the quality of scrutinies;
- (o) monitor (or commission the monitoring of) the implementation of any scrutiny recommendations accepted by the Cabinet;
- (p) oversee the development of member skills and competencies in scrutiny;
- (q) carry out such Overview and Scrutiny functions as may be allocated from time to time by legislation or this Constitution.

## **2. Health Overview and Scrutiny Committee**

The role of the Health Overview and Scrutiny Committee (HOSC) will be to:

- (a) review and scrutinise any matter relating to the planning, provision and operation of health services in the area of the County;
- (b) review and scrutinise the impact of the Council's services and of key partnerships on the health of residents in the County;
- (c) respond to consultations from the National Health Service or by the local authority as commissioner and provider of health services on any proposal for a substantial development of health services in the area, or for a substantial variation in the provision of such a service;
- (d) establish (or agree to participate in) joint Health Overview and Scrutiny committees where a local NHS body is undertaking statutory consultation with different authorities on a proposal for substantial variations or developments to NHS services where people from more than one local authority area might be affected, or as appropriate to deal with particular issues;  
*[Note - The Head of Legal and Democratic Services is also authorised to determine the terms of reference and details of any such ad hoc joint committee, in consultation with the Chairman of HOSC and Group Leaders].*
- (e) determine whether to delegate responsibility for certain focussed scrutiny exercises to District Councils subject to the County Council's strategic policies and budget provisions being adhered to.

### 3. Overview and Scrutiny Panels

The remits of the scrutiny bodies are summarised in the table below. OSPB may resolve any ambiguities between remits.

Panel	Business Area
OSPB	<ul style="list-style-type: none"> <li>• Scrutiny performance</li> <li>• Coordinate and agree the scrutiny work programme for endorsement by Council</li> <li>• Co-ordinate workload</li> <li>• Call-ins</li> <li>• Allocate Council-wide issues not otherwise falling within the remit of a particular Panel to one of the Panels</li> <li>• Consider reports and recommendations from Panels or Task Groups</li> <li>• Monitor the quality of scrutiny</li> </ul>
Adult Care and Well-Being	<ul style="list-style-type: none"> <li>• Health and Well-being</li> <li>• Adult Social Care</li> </ul>
Children and Families	<ul style="list-style-type: none"> <li>• Children's Social Care and Families</li> <li>• Public Health relating to Families</li> <li>• Education and Skills</li> </ul>
Economy and Environment	<ul style="list-style-type: none"> <li>• Economy</li> <li>• Environment</li> <li>• Highways</li> <li>• Infrastructure</li> </ul>
Corporate and Communities	<ul style="list-style-type: none"> <li>• Commissioning, contracts and commerce and ensuring the corporate commissioning cycle works well</li> <li>• Transformation</li> <li>• Finance</li> <li>• Localism and Communities</li> <li>• Organisation and employees</li> </ul>
Health O&S Committee	<ul style="list-style-type: none"> <li>• Local NHS bodies and health services</li> </ul>

The Economy and Environment Overview and Scrutiny Panel will review and scrutinise the Council's flood risk management functions which may affect the local authority's area, as set out in the Flood and Water Management Act 2010.

The role of the Overview and Scrutiny Panels will be to:-

- (a) be responsible for regular performance monitoring of directorate performance and quality assurance relevant to their theme/s;
- (b) be responsible for routine budget monitoring of those services and functions within their area of scrutiny responsibility;
- (c) contribute to the policy development of the Council by undertaking the consideration of issues on the terms commissioned by the OSPB and prior to consideration by Cabinet;

- (d) carry out in-depth scrutinies on the basis of and in accordance with the terms of reference agreed by the OSPB;
- (e) carry out any other tasks (including the consideration of Call-ins and Councillor Calls for Action) commissioned by the OSPB in pursuance of its functions.

#### **4. Scrutiny Task Groups**

The role of the Scrutiny Task Groups will be to:

- (a) carry out in-depth scrutinies on the basis of and in accordance with the terms of reference agreed by the OSPB;
- (b) carry out any other tasks (including the consideration of call-ins and Councillor Calls for Action) commissioned by the OSPB in pursuance of its functions.

*[NB Scrutiny Task Groups are not Committees of the Council but informal ad hoc working groups].*