

FLINTSHIRE COUNTY COUNCIL

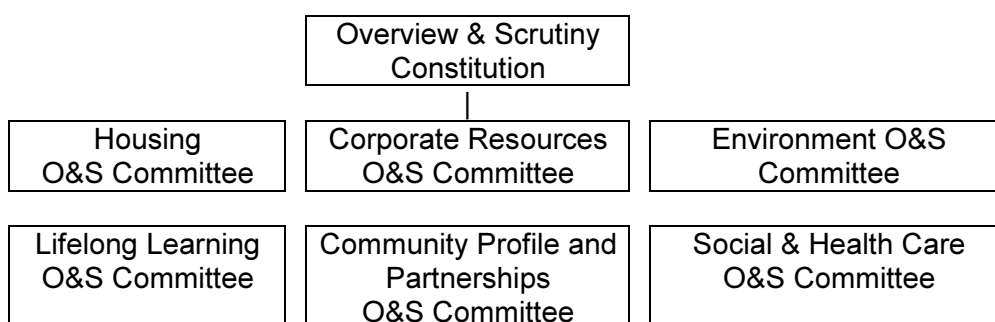
REPORT TO: LIFELONG LEARNING OVERVIEW & SCRUTINY COMMITTEE
DATE: THURSDAY 14TH JUNE 2012
REPORT BY: MEMBER ENGAGEMENT MANAGER
SUBJECT: OVERVIEW & SCRUTINY COMMITTEES' TERMS OF REFERENCE

1.00 **PURPOSE OF REPORT**

To inform the Committee of its Terms of Reference, set in the context of Terms of Reference of all of the Overview & Scrutiny committees.

2.00 **BACKGROUND**

2.01 The Council now has a Constitution Committee and six functional Overview & Scrutiny Committees, as follows:



2.02 **The role and functions of Overview & Scrutiny Committees**

Article 6 of the Constitution sets out the powers of Overview & Scrutiny Committees within Flintshire. The following extract is particularly apposite.

6.02 **General role**

Within their terms of reference, Overview and Scrutiny Committees will:

- i) review and/or scrutinise decisions made or actions taken in connection with the discharge of any of the Council's or Executive's functions;
- ii) make reports and/or recommendations to the full Council and/or the Executive; and/or any joint Committee.

- iii) consider any matter affecting the Council area or its inhabitants; and
- iv) exercise the right to call-in, for reconsideration, decisions made but not yet implemented by the Executive.

6.03 **Specific functions**

(a) **Policy development and review.** Overview and Scrutiny Committees may:

- i) assist the Council and the Executive in the development of its budget and policy framework by in-depth analysis of policy issues;
- ii) conduct research, community and other consultation in the analysis of policy issues and possible options;
- iii) consider and implement mechanisms to encourage and enhance community participation in the development of policy options;
- iv) question members of the Executive and/or Committees and Chief Officers about their views on issues and proposals affecting the area; and
- v) liaise with other external organisations operating in the area, whether national, regional or local, to ensure that the interests of local people are enhanced by collaborative working.

(b) **Scrutiny.** Overview and Scrutiny Committees may:

- i) review and scrutinise the decisions made by and performance of the Executive and/or Committees and Council officers both in relation to individual decisions and over time;
- ii) review and scrutinise the performance of the Council in relation to its policy objectives, performance targets and/or particular service areas;
- iii) question members of the Executive and/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;

- iv) make recommendations to the Executive and/or appropriate Committee and/or Council arising from the outcome of the Scrutiny process;
 - v) review and scrutinise the performance of other public bodies in the area and invite reports from them by requesting them to address the Overview and Scrutiny Committee and local people about their activities and performance; and
 - vi) question and gather evidence from any person (with their consent).
- (c) **Finance.** Overview and Scrutiny Committees may exercise overall responsibility for the finances made available to them.
- (d) **Annual report.** Overview & Scrutiny Committees must report annually to full Council through the Overview & Scrutiny Constitution Committee on their workings and make recommendations for future work programmes and amended working methods if appropriate.
- (e) **Officers.** Overview & Scrutiny Committees may exercise overall responsibility for the work programme of the officers employed to support their work.

6.04 **Proceedings of Overview & Scrutiny Committees**

Overview & Scrutiny Committees will conduct their proceedings in accordance with the Overview & Scrutiny Procedure Rules set out in Part 4 of the Constitution.

2.03 Specific Overview & Scrutiny training sessions will be held on 22 May, 6 and 7 June, to which all Members of the Council have been invited. There will be plenty of opportunities for Members to ask questions during the training, but if any Member requires information or wants to ask questions, please do not hesitate to contact a member of the Overview & Scrutiny team. The contact details were published in the packs available at the 'Your Council' event. Otherwise, the contact details of the Head of Overview & Scrutiny are at the end of this report.

3.00 CONSIDERATIONS

3.01 The terms of reference of the Committees are attached at **Appendix 1**. The Committee is asked to note its terms of reference and those of the other Overview & Scrutiny Committees, and make

any observations which are pertinent for onward transmission to the Constitution Committee.

4.00 RECOMMENDATIONS

That the report be noted.

5.00 FINANCIAL IMPLICATIONS

Not applicable.

6.00 ANTI POVERTY IMPACT

Not applicable.

7.00 ENVIRONMENTAL IMPACT

Not applicable.

8.00 EQUALITIES IMPACT

Not applicable.

9.00 PERSONNEL IMPLICATIONS

Not applicable.

10.00 CONSULTATION REQUIRED

Not applicable.

11.00 CONSULTATION UNDERTAKEN

Publication of this report constitutes consultation.

12.00 APPENDICES

Overview & Scrutiny Committees' Terms of Reference

**LOCAL GOVERNMENT (ACCESS TO INFORMATION ACT) 1985
BACKGROUND DOCUMENTS**

None

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