

## **OVERVIEW AND SCRUTINY COMMITTEE TERMS OF REFERENCE**

1. To review or scrutinise decisions made or other action taken in connection with the discharge of any functions which are the responsibility of the Executive.
2. To make reports or recommendations to the authority or the Executive with regard to the discharge of any functions which are the responsibility of the Executive.
3. To review or scrutinise decisions made or other action taken in connection with the discharge of any functions which are not the responsibility of the Executive.
4. To make reports or recommendations to the authority or the Executive with regard to the discharge of any functions which are not the responsibility of the Executive.
5. To make reports or recommendations to the authority or the Executive on matters which affect the authority's area or the inhabitants of that area.
6. To appoint one or more Sub-Committees to discharge any of its functions.
7. To appoint one or more Advisory Bodies to advise on the discharge of any of its functions.
8. To require Members of the Executive and senior officers of the authority to attend before it to answer questions.
9. To invite any other person to attend meetings of the Committee.
10. To exercise the right to "call-in" any decisions made but not yet implemented by the Executive and any other body or person exercising delegated powers on behalf of the authority.
11. To consider any decisions "called-in" pursuant to 10 above.
12. To consider Best Value Reviews and make recommendations to the Executive.
13. To monitor that effective performance and financial management arrangements are in place and to make recommendations to the Executive accordingly.
14. To maintain a database to monitor and review its programme of work.
15. To undertake those matters identified in Article 6.03 (a) and (b).
16. To exercise overall responsibility for the finances allocated to the Committee.
17. If applicable to exercise overall responsibility for the work programmes of officers employed to support the work of the Committee.

18. To report annually to full Council on work undertaken during the municipal year and the Committee's proposals for a work programme in the ensuing municipal year.
19. To appoint to outside bodies that have a scrutiny function.