

**Overview and Scrutiny Management Committee**

**“Towards One Council” Scrutiny Joint Task Group**

Proposed Terms of Reference

- (1) To hold the Transition Cabinet, Joint Implementation Board and Work Stream Boards to public account for their decisions and actions in respect of preparing for the new council.
- (2) Where considered necessary to initiate reviews of the evidence and reasoning for any of these decisions, including seeking the attendance of relevant executive members and officers involved in transition to respond to enquiries.
- (3) To consider requests from the Transitional Cabinet to assist in developing plans for the new Council.
- (4) To identify key issues of interest/risk within the work streams for closer scrutiny by members of involved councils.
- (5) To appoint small groups or individual members to engage in key projects within the work streams and to receive reports back by exception (eg. In cases where contributions being made are not valued or seen to be acted upon).
- (6) To manage and co-ordinate these small group and individual member activities within an overall work programme bearing in mind capacity and resource issues.
- (7) To give a focus and direction to OS activities across the 5 councils relevant to transition and expect members of the Task Group to “champion” and act as a first port of call for enquiries within their own councils.
- (8) To manage and direct scrutiny resources identified for the transitional arrangements.
- (9) To make periodic progress reports to the Overview and Scrutiny Management Committee.