

# Article 6 – Scrutiny Committee APPENDIX A1

## 6.01 Form and Composition

The Council must appoint at least one Scrutiny Committee to discharge the functions conferred by section 21 of the Local Government Act 2000 and regulations under section 32 of that Act.

Subject to that, the Council shall decide the number, size and functions of Scrutiny Committees. However, no member of the Cabinet can sit on a Scrutiny Committee.

The functions of the Scrutiny Committee are shown in [Part 3D](#).

The chairman of the Scrutiny Committee should liaise with the chairman of the Governance Committee to ensure effective co-ordination of Scrutiny and Governance and avoid duplication. An outline of how areas of joint responsibilities between these committees are to be met, including avoiding duplication and gaps, is shown in [Protocol 9](#).

## 6.02 General role

Within its terms of reference (functions), the Scrutiny Committee should:

- i) review and/or scrutinise decisions made or actions taken in connection with the discharge of any of the Council's functions;
- ii) make reports and/or recommendations to the full Council and/or the Cabinet and/or any joint committee in connection with the discharge of any functions;
- iii) consider any matter affecting the area or its inhabitants; and
- iv) exercise the right to call-in, for reconsideration of certain decisions made but not yet implemented by the Cabinet or officers.

## 6.03 Specific functions

(a) **Policy development and review.** The Scrutiny Committee may:

- i) assist the Council and the Cabinet in the development of its budget and policy framework e.g. through in-depth analysis of policy issues;
- ii) conduct research, community and other consultation in the analysis of policy issues etc;
- iii) question members of the Cabinet and/or committees and officers about their views on issues and proposals affecting the area; and
- iv) 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.** The Scrutiny Committee should:

- i) review and scrutinise the decisions made by, and performance of, the Cabinet 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 Cabinet and/or committees and officers about their decisions and performance, whether generally in comparison with plans and targets over a period of time, or in relation to particular decisions, initiatives or projects;

- iv) make recommendations to the Cabinet and/or appropriate committee and/or Council arising from the outcome of the scrutiny process;
  - v) review and scrutinise the performance of other organisations operating in the area;  
and
  - vi) question and gather evidence from any person (with their consent).
- (c) **Proceedings of the Scrutiny Committee** shall take place in accordance with the Procedure Rules, as set out in [Part 4F](#) of this constitution.
- (d) **Finance.** The Scrutiny Committee should exercise overall responsibility for the finances made available to it.
- (e) **Annual report.** The Scrutiny Committee must report annually to full Council on its workings and make recommendations for future work programmes and amended working methods if appropriate.
- (f) **Officers.** The Scrutiny Committee should exercise overall responsibility for the work programme of the officers employed to support its work.