

## Constitution Update

**10 Customer & Corporate Services Scrutiny Management Committee**

10.1 The functions of the Customer & Corporate Services Scrutiny Management Committee are:

<b>No.</b>	<b>Delegated authority</b>	<b>Conditions</b>
1	<p>To overseeing and co-ordinate the work of the Scrutiny Committees.</p> <p>This will include:</p> <ul style="list-style-type: none"> <li>• Allocating responsibility for issues which fall between more than one Scrutiny Committee;</li> <li>• Allocating, in consultation with the Chair/Vice-Chair, urgent issues to be considered by an appropriate committee (including ad-hoc scrutiny committee), as may be necessary;</li> <li>• Reviewing progress against the work plans of the Scrutiny Committees, as may be necessary and receiving bi-annual updates from Chairs of those scrutiny committees, as required;</li> <li>• Receiving periodical progress reports on specific scrutiny reviews, as requested;</li> <li>• Considering and commenting upon any final reports arising from completed reviews produced by the Scrutiny Committees as required.</li> </ul>	Subject to budget and resource availability
2	To provide an annual report to Full Council on the work of the scrutiny function.	
3	To consider and recommend to Executive an appropriate budget to support undertaking scrutiny reviews as part of the Council's budget setting process and to manage the overall allocation of any such budget.	

<b>No.</b>	<b>Delegated authority</b>	<b>Conditions</b>
4	To consider all pre-decision Call-in of any forthcoming Executive decision and any forthcoming Executive Member for Finance & Performance decisions	In accordance with the Scrutiny Procedure Rules as set out in Part 4 of the Constitution and to question any Executive Member, as may be required.
5	To consider all post-decision Call-in for scrutiny	
6	To periodically review the scrutiny procedures to ensure that the function is operating effectively and recommend to Council any appropriate constitutional changes relating to the scrutiny structure or procedural rules.	
7	To receive details of petitions received by the Council in line with the Council's published arrangements and responses or proposed responses to those petitions. To consider using its powers as a scrutiny committee to support the Council in responding appropriately to issues raised by such petitions and, in so doing, to promote public engagement.	

10.2 In addition, the Customer & Corporate Services Scrutiny Management Committee will exercise the powers of an Overview and Scrutiny Committee under section 21 of the Local Government Act 2000, by promoting a culture of continuous improvement through challenging and reviewing performance across the following service plan areas, and assisting in the development of appropriate council policy :

- Legal Services
- Complaints & FOIs
- Civic & Democratic Services
- Elections
- Business Support
- Property Design & Facilities Management
- Customer Services
- ICT

- Registrars
- Communications
- Health & Safety
- Bereavement Services
- Corporate Finance & Procurement
- Human Resources
- Client Management: Magistrates, Probation & Coroners, CYT, Veritau

## 11 Standing Policy & Scrutiny Committees

11.1 Scrutiny Committees (which are Committees of the Council) have the following common functions in relation to any services which fall within their individual remits

No.	Delegated authority	Conditions
1.	To exercise the powers of an Overview and Scrutiny Committee under section 21 of the Local Government Act 2000 by: <ul style="list-style-type: none"> <li>• Promoting a culture of continuous improvement across specific service plan areas</li> <li>• Challenging and reviewing the performance of those services</li> <li>• Assisting in the development of appropriate council policy in relation to those services</li> </ul>	
2.	Maintain an annual work programme and ensure the efficient use of resources	
3.	Review any issue that it considers appropriate or any matter referred to it by the Executive, Customer & Corporate Services Scrutiny Management Committee or Council and report back to the body which referred the matter.	In accordance with the powers of the Council, the Executive and Customer & Corporate Services Scrutiny Management Committee and
4.	To consider any pre-decision Call-in of a forthcoming Executive Member decision in line with individual scrutiny committee remits	

5.	Identify aspects of the Council's operation and delivery of services, and/or those of the Council's statutory partners, suitable for efficiency reviews	subject to the Scrutiny Review Procedural Rules in Part 4G of this Constitution
6.	Carry out efficiency reviews or set up a Task Group from within their membership to conduct a review on their behalf.	
7.	Scrutinise issues identified from the Executive's Forward Plan, prior to a decision being made.	
8.	Receive Executive Member reports relating to their portfolio, associated priorities & service performance.	
9.	Scrutinise the services provided to residents of York by other service providers, as appropriate.	
10.	Comment on the annual budget proposals and elements of the Council Plan.	
11.	To make final or interim recommendations to the Executive and/or Council	
12.	To report any final or interim recommendations to Customer & Corporate Services Scrutiny Management Committee, if so requested	
13.	Monitor the Council's financial performance during the year.	
14.	Monitor progress on the relevant Council Priorities and advise on potential future priorities.	
15.	Initiate, develop and review relevant policies and advise the Executive about the proposed Policy Framework as it relates to their service plan areas	
16.	Support the achievement of the relevant Local Area Agreements priority targets.	

11.2 In carrying out their individual remit each Scrutiny Committee must ensure their work further promotes inclusiveness and sustainability.

11.3 Each Scrutiny Committee is responsible for the following service plan areas:

## **12 Economy & Place Policy Development Committee**

- Highways
- Transport & Parking
- Planning & Development
- Regeneration & Asset / Property Management
- Client Management: Make it York
- Emergency Planning
- Public Realm
- Waste
- Fleet
- Public Protection
- Client Management: YorWaste

12.1 This committee is responsible for examining long term policy development, strategic objectives and horizon scanning for best and emerging practice across all Economy & Place service plan areas.

## **13 Economy & Place Scrutiny Committee**

- Highways
- Transport & Parking
- Planning & Development
- Regeneration & Asset / Property Management
- Client Management: Make it York
- Emergency Planning
- Public Realm
- Waste
- Fleet
- Public Protection

- Client Management: YorWaste

13.1 In regard to the above service areas, this committee is responsible for examining performance, operational outcomes and customer expectations across all Economy & Place service plan areas, and major project progress.

#### **14 Children, Education & Communities Policy & Scrutiny Committee**

- Social Work & Children's Safeguarding
- Educational Psychology
- Disability Services & SEN
- Youth Offending Team
- School Services
- Children's Centres
- School Improvement
- Connexions Services
- Healthy Child 0-19
- Children's Trust Service
- Virtual School
- Communities & Equalities
- York Learning
- Leisure & Community Centres
- Client Management: School Improvement, York Explore & Museum Trust

#### **15 Health, Housing & Adult Social Care Policy & Scrutiny Committee**

- Public Health
- Adult Social Care
- OPH Operations
- Learning Disability Service
- Adult Safeguarding & Mental Health
- Adult Services Commissioning
- Housing Services
- Community Safety
- Building Services
- Client Management: Health & Wellbeing Board, Be Independent, and Safer York Partnership

15.1 In addition to the general powers and delegated authorities of Scrutiny Committees of this Council as set out above, the Health, Housing & Adult Social Care Scrutiny Committee is also responsible for:

- (a) the discharge of the health and scrutiny functions conferred on the Council by the Local Government Act 2000
- (b) undertaking all of the Council's statutory functions in accordance with section 7 of the Health and Social Care Act 2001, NHS Reformed & Health Care Professional Act 2002, and section 244 of the National Health Service Act 2006 and associated regulations, including appointing members, from within the membership of the Committee, to any joint overview and scrutiny committees with other local authorities, as directed under the National Health Service Act 2006.
- (c) reviewing and scrutinising the impact of the services and policies of key partners on the health of the City's population
- (d) reviewing arrangements made by the Council and local NHS bodies for public health within the City
- (e) making reports and recommendations to the local NHS body or other local providers of services and to evaluate and review the effectiveness of its reports and recommendations
- (f) delegating functions of overview and scrutiny of health to another Local Authority Committee
- (g) reporting to the Secretary of State of Health when:
  - i. concerned that consultation on substantial variation or development of service has been inadequate
  - ii. it considers that the proposals are not in the interests of the health service
- (h) the discharge of the crime and disorder functions conferred on the Council by the Police & Justice Act 2006

## **16 Task Groups**

16.1 These will be formed from within the membership of an individual Scrutiny Committee to undertake a specific scrutiny review in accordance with the powers conferred by section 21 of the Local Government Act 2000.