

Role of Scrutiny Management Committee & Common Functions For Standing Committees

Scrutiny Management Committee (SMC)	<p>Responsible for overseeing and co-ordinating the scrutiny function, including allocating responsibility for issues which fall between more than one Scrutiny Committee</p> <p>To receive bi-annual reports from the Scrutiny Committees on progress against their workplans</p> <p>To exercise the right to call-in any pre or post Executive/Executive Member decisions or key decisions delegated to an officer</p> <p>To consider and comment on any final reports arising from completed reviews produced by the Scrutiny Committees, prior to their submission to the Executive</p> <p>To advise the Executive on the development of the Sustainable Corporate Strategy and monitor its overall delivery</p> <p>To provide an annual report to the Council on the work of the overview and scrutiny function.</p> <p>To periodically review the overview and scrutiny procedures to ensure that the function is operating effectively and recommend any constitutional changes, to Council</p>
Scrutiny Committees	<p>Each Scrutiny Committee can:</p> <ol style="list-style-type: none"> a) Report to the SMC on a bi-annual basis on the Committee's contribution to their work programme. b) Review any issue that it considers appropriate or any matter referred to it by the Executive, Scrutiny Management Committee or Council and report back to the body which referred the matter. c) Receive Executive Member reports relating to their portfolio, associated priorities & service performance <p>Specific to their individual terms of reference, each Scrutiny Committee can</p> <ol style="list-style-type: none"> i) Comment on the annual budget proposals and elements of the Corporate Strategy . ii) Scrutinise issues identified from the Executive's Forward Plan, prior to a decision being made. iii) Monitor the Council's financial performance during the year iv) Monitor progress on the relevant Council Priorities and advise on potential future priorities v) Maintain an annual work programme and ensure the efficient use of resources vi) Identify aspects of the Council's operation and delivery of services, and/or those of the Council's statutory partners, suitable for efficiency reviews vii) Carry out efficiency reviews or set up a Task Group from within their membership to conduct a review on their behalf. <p>Any review undertaken should:</p> <ul style="list-style-type: none"> * be outcome focussed and reflect the Council's corporate priorities; * challenge assumptions about the Council's operational processes; * ensure all feasible options for the future delivery of services are explored and appraised; * encourage the involvement of interested parties and external partners * make relevant recommendations to the Executive or Council <ol style="list-style-type: none"> viii) Monitor implementation of approved recommendations from previously completed scrutiny reviews ix) Establish a joint Task Group with another Authority to undertake a joint review <p>In carrying out their individual remit each Scrutiny Committee must ensure their work further promotes inclusivity and sustainability</p>