

## PART 5 - OVERVIEW AND SCRUTINY RULES (EXTRACT)

### 21.2 Specific Terms of Reference

#### a) Business Support

To provide guidance and leadership on the development and co-ordination of the scrutiny function for all Overview and Scrutiny Committees, including guidance on priorities for scrutiny activity

To determine the priority of topics in the programme for in-depth reviews across all four Committees taking into account the recommendations put forward by each Committee under a criteria based selection system

To fulfil all the functions of an Overview and Scrutiny Committee in relation to the following:-

- i) Development of the Council's revenue and capital budgets together with regular monitoring of budgets and the capital programme
- ii) Development of the Council Strategy and Council Plan overall and regular monitoring of implementation insofar as it relates to the functions within the Terms of Reference of this Committee
- iii) Functions within the responsibility of the ~~Chief Legal Officer~~Assistant Director, Legal and Governance, including Democratic Services and governance, Elections and Members Services, Legal Services, Licensing, Local Land Charges, ~~Property and Asset strategy, acquisitions and disposal~~, and Category Management
- iv) Medway Norse
- v) Functions within the responsibility of the Chief Finance Officer including Finance Strategy, Treasury Management Policy, Finance Operations, the Revenue and Benefits Service, Internal Audit and Counter Fraud Services, Transformation, Customer Contact, ICT, Organisational Change and Performance and Business Administration including complaints
- vi) Adult Learning, Community Hubs and Libraries, HR and Communications
- vii) Strategic Housing, Housing Management and Travellers
- viii) Equalities in the community and the workplace
- ix) Climate change.

#### d) Regeneration, Culture and Environment Overview and Scrutiny Committee

To fulfil all the functions of an Overview and Scrutiny Committee in relation to scrutiny and review of the following:-

- i) Development of the Council's revenue and capital budgets insofar as they relate to the functions within the terms of reference of this Committee
- ii) Regular monitoring of implementation of the Council Strategy and Council Plan insofar as it relates to the functions within the terms of reference of this Committee
- iii) Frontline Services including highways maintenance and parking, waste and other contracted services, safer communities, emergency planning, green spaces, integrated transport, CCTV, Bereavement and Registration, environmental health and trading services
- iv) Physical and Cultural Regeneration including festivals, arts, theatres, and events, sport, leisure, tourism and heritage, planning policy and the Local Plan, development management, regeneration delivery [and Capital Projects](#), economic development and building control
- v) Social Inclusion, Community Development and neighbourhood renewal
- vi) Local Growth Fund projects
- vii) European Matters
- viii) Flood and coastal erosion risk management functions under the Flood and Water Management Act 2010
- ix) [Property and Asset Strategy, acquisitions and disposal.](#)

To be the designated Crime and Disorder Committee for the purpose of scrutiny, at least once a year, of the decisions and actions of the Community Safety Partnership and the partners who comprise it, insofar as their activities relate to the Partnership itself and to consider crime and disorder CCfAs (in accordance with the guidance and procedures on the CCfA as set out in section 22 of the Overview and Scrutiny rules.

**NOTE:**

The Health and Adult Social Care Overview and Scrutiny Committee will be the lead on scrutiny of public health. The Regeneration, Culture and Environment Committee will retain public health aspects of promotion of community safety, the local authority's role in dealing with health protection incidents, outbreaks and emergencies (emergency planning) and social inclusion.