

OVERVIEW AND SCRUTINY COMMISSION (COMMISSION/OSC)

(12 Members – who must not be a member of the Cabinet)

1. PURPOSE

The Council is required to have an Overview and Scrutiny function which:

- a) Provides 'critical friend' challenge and holds to account the Executive decision makers (i.e. the Leader, the Cabinet, Cabinet Members and Senior Officers).
- b) Drives improvement, finds efficiencies and new ways of delivering services.
- c) Enables the voice and concerns of the public and its communities to be heard.
- d) Will be carried out by Councillors in an apolitical and non-partisan manner, leading and owning the scrutiny process.

2. RESPONSIBILITIES OF THE COMMISSION

To discharge the scrutiny related functions under the:

- Local Government Act 1972.
- Crime and Disorder Act 1998.
- Local Government Act 2000.
- Health and Social Care Act 2001.
- Local Government Act 2003.
- Police and Justice Act 2006.
- Local Government and Public Involvement in Health Act 2007.
- Local Democracy, Economic Development and Construction Act 2009.
- Crime and Disorder (Overview and Scrutiny) Regulations 2009.
- Localism Act 2011.

NB: Some scrutiny powers are not applicable at district level, and can only be undertaken by Unitary, London and Metropolitan Boroughs or County Council scrutiny arrangements.

3. ROLE AND SCOPE OF THE COMMISSION

The Commission will:

- a) Question, review and/or scrutinise decisions and policy objectives of:
 - Executive decision makers (i.e. the Leader, the Cabinet and delegated officers).
 - Committees (with the exception of regulatory Committees).
 - Officers (where appropriate).

in relation to their performance targets and/or particular service areas.

- b) Question, review and/or scrutinise decisions and performance of:
- Executive decision makers (i.e. the Leader, the Cabinet and delegated officers).
 - Committees (with the exception of regulatory Committees).
 - Officers (where appropriate).
- in relation to particular initiatives, issues or projects.
- c) Monitor and review the internal and external delivery and performance of services (including the Council's Transformation Programme).
- d) Receive the Local Government Ombudsman Annual Review Letter.
- e) Scrutinise the development of the Budget and Policy Framework Documents.
- f) Receive and review budget monitoring and service information.
- g) Make recommendations arising from the outcome of the scrutiny process to the Cabinet, the appropriate Committee or the Full Council in connection with the discharge of any functions.
- h) Set up Scrutiny Panels to assist the Commission in its work.
- i) Appoint the Council's representative to the West Sussex Health and Adult Social Care Scrutiny Committee (HASCSC).
- j) Review and scrutinise any issue of local concern affecting the Borough but for which the Council is not directly responsible (where appropriate).
- k) Review and scrutinise the activities and performance of an outside and public body by inviting them to address the Commission or its Panels (a report may be requested to support this).
- l) Question and gather evidence from any person (with their consent).
- m) Liaise with other external organisations operating in the area to ensure that the interests of local people are enhanced by collaborative working.
- n) Have regard to any overview and scrutiny matter prescribed by legislation or regulation.