

REVIEW OF SCRUTINY PANELS TASK AND FINISH PANEL: TERMS OF REFERENCE

Origin:

At their meeting on 1 April 2014 the Overview and Scrutiny Committee agreed that a Task and Finish Panel be constituted to consider the future structure of the Scrutiny Panels and how they would fit into the new Directorate Structure of the Council.

They also suggested that as far as possible the members of the recent Overview and Scrutiny Review Task and Finish Panel be reappointed to consider the whole matter further.

Draft Terms of Reference:

- 1) That the Panel consider the future structure of the Scrutiny Panels and how they would fit into the new Directorate Structure of the Council, taking into consideration the report of the recent O&S Review Task and Finish Panel.
- 2) The Panel should:
 - consider if the Council should keep the current five Panel Structure; or
 - Move to a Panel structure based around the new directorate responsibilities, i.e. have four Panels instead of five. The changes to the directorate structure gives the opportunity to look at the balance of the terms of reference of the existing Panels; or
 - Move towards a commissioning model based upon a work programme; or
 - Consider any other structure they deem appropriate.
- 3) In any event the Panel should review each Scrutiny Panel's Terms of Reference for relevance and consider how their processes could be improved.
- 4) To consider how the Governance Directorate and any proposed Scrutiny Panel set up to look at this directorate would interrelate with the terms of reference of the Audit and Governance Committee and the Standards Committee.

Aims and Objectives:

- (a) To report findings to the Overview and Scrutiny Committee and to submit any final reports in the proposed Corporate Format for consideration by O & S and Council by November 2014.
- (b) To gather evidence and information in relation to the topic through the receipt of data, presentations and by participation in fact finding visits if necessary;
- (c) To have due regard to the relevant legislation Council procedure rules.
- (d) To consult political groups and independent Councillors at the final stage of the review.

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TIMESCALE	ESTIMATED	ACTUAL
Commencement:		First meeting held on xx xx 2014
<u>Finish</u>		