

Policy and Performance Co-ordinating Committee

- Terms of Reference

The Co-ordinating Committee is responsible for:

- (1) determining the Overview and Scrutiny Rules and operational protocols set out in Part 4 of the Council's Constitution insofar as they have not otherwise been determined by statute or reserved to the Council;
- (2) determining the overall work programme of the Policy and Performance Committees, including ensuring there is an overall planned approach to in-depth reviews generated by the three Committees (responsible for scrutinising the work of the three strategic directorates in accordance with the approved overview and scrutiny forward work programme);
- (3) allocating responsibilities to the Policy and Performance Committees where there is ambiguity or a matter is the concern of more than one Committee;
- (4) considering any matter affecting the area or its inhabitants including matters referred by constituency committees and councillor calls for action, and exercises the right to call in, for reconsideration, decisions made but not yet implemented by the Cabinet; and.
- (5) approving an overview and scrutiny forward work programme, including the programme of any sub-committees it appoints so as to ensure that committees' and sub-committees' time is effectively and efficiently utilised.

All four Policy and Performance Committees will:

- (1) perform all overview and scrutiny functions on behalf of the Council, including
 - (a) the review or scrutiny of decisions made, or other action taken, in connection with the discharge of any functions which are the responsibility of the executive;
- (2) have the power to review or scrutinise a decision made but not implemented including the power:
 - (a) to recommend that the decision be reconsidered by the person who made it; or
 - (b) to arrange for its function under subsection 6.3(ii)(a), so far as it relates to the decision, to be exercised by the authority;

- (c) to make reports or recommendations to the Council or the executive with respect to the discharge of any functions which are the responsibility of the executive;
 - (d) to review or scrutinise decisions made, or other action taken, in connection with the discharge of any functions which are not the responsibility of the executive;
 - (e) to make reports or recommendations to the authority or the executive with respect to the discharge of any functions which are not the responsibility of the executive; and
 - (f) to make reports or recommendations to the authority or the executive on matters which affect the authority's area or the inhabitants of that area.
- (3) be able to appoint such sub-committees, task groups and representatives on major project boards as it considers appropriate to fulfil those functions;
- (4) make reports and recommendations to the Council and the Cabinet and any relevant partner in connection with the discharge of any functions; and
- (5) foster and encourage an inclusive, structured, non-partisan and nonadversarial approach to overview and scrutiny which is reliant on evidence rather than anecdote.