

COUNCIL EXCELLENCE OVERVIEW AND SCRUTINY COMMITTEE

In support of Objective 5 of the Corporate Plan, which is:

to create an excellent council, and in particular to:

- ***improve the use of the Council's land and assets;***
- ***maintain a sustainable and stable budget, providing value for money;***
- ***improve the Council's budgeting process to fully reflect its priorities,***

the Overview and Scrutiny Committee will

(i) review and/or scrutinise decisions made or actions taken in connection with the discharge of the Council's functions;

(ii) make reports and/or recommendations to the Council and/or the Cabinet and/or any joint or area committee in connection with any policy or the discharge of any functions;

(iii) consider any matter affecting the area or its inhabitants; and

(iv) exercise the right to call in, for reconsideration, decisions made but not yet implemented by the Executive;

within the following terms of reference of the Cabinet portfolio(s) indicated:

Community and Customer Engagement

(1) Development of the Council's approach to Community engagement and to build community capacity.

(2) The Council's Area Forum network.

(3) Initiatives in the wider community that will increase the understanding of the democratic process, and reduce alienation and apathy.

(4) The Council's Customer Access Strategy and for ensuring that it takes full account of the needs of hard to reach people.

(5) The Council's compliance with the requirements of the Freedom of Information Act.

(6) Grants and loans to voluntary and community organisations.

(7) Contributing to the development and operation of Wirral's community Legal Service.

(8) The following areas:

- mayoralty and civic ceremonial
- hospitality
- town twinning
- registration of births, marriages and deaths
- maintenance of memorials
- membership of outside bodies.

- (9) The Council's Communication Strategy and public relations.
- (10) Equality and diversity.

Corporate Resources

- (11) The development, implementation and review of the Council's arrangements for ensuring effective use of resources including meeting the requirements of the Audit Commission's Use of Resources Assessment.
- (12) Financial monitoring, including standing orders and financial regulations.
- (13) Financial propriety.
- (14) Procurement compliance and contract compliance within the Authority.
- (15) Restrictive and selective tendering (other than civil engineering).
- (16) Where it is not a specified responsibility of the Employment and Appointments Committee, personnel issues including employee development and training, equal opportunities in employment and service delivery, [health and safety](#), disciplinary and grievance procedures and recruitment.
- (17) The provision of legal and administrative services to the authority; and the Coroner's Service.
- (18) The preparation, maintenance and review of an overall strategy for the management, use and disposal of all Council-owned land property (including the preparation of the Asset Management Plan).
- (19) Land issues including:
 - acquisition, disposal and appropriation of all land and property;
 - provision and management of administrative and civic offices;
 - commercial development and redevelopment of the Council land and property;
 - matters relating to the Council's freehold interest and shareholding in Birkenhead Market.
- (20) The organisation of a corporate planned maintenance policy.
- (21) Co-ordinating performance management and performance indicators.

Finance and Best Value

- (22) The Council's contribution to the major partnership initiatives in which it is engaged, such as the Local Strategic Partnership, Local Area Agreement Partnership Board, Liverpool City Region and Local Government Association.
- (23) The following areas:
 - the formulation and submission of proposals relating to strategic policy;
 - the overall production of the Corporate Plan;
 - revenue and capital budgets, including preparations for the annual budget and Capital Plan;
 - schemes under the Private Finance Initiative;

- procurement.
- (24) Information technology.
- (25) Financial matters including insurance, rating, council tax and housing and council tax benefits.
- (26) The performance of the Council as measured through the Comprehensive Performance Assessment and Comprehensive Area Assessment process.
- (27) Initiatives in relation to local democracy and the modernisation of local government.

All portfolios

- (28) Those parts of the Corporate Plan within the remit of this Committee.
- (29) To seek to achieve continuing and improving performance, better value for money and customer satisfaction in respect of those services provided through these areas.
- (30) To support the Council's equal opportunity policies by promoting and monitoring initiatives to encourage equality of opportunity amongst disadvantaged groups including: the disabled, ethnic minorities, the long-term unemployed, the poor, and women;
- (31) To scrutinise Local Area Agreements that fall within the areas set out above and to hold partners to account.