

## OVERVIEW AND SCRUTINY COMMITTEE

### MEMBERSHIP 2019/20

All Councillors, except Members of the Executive, may be Members of the Overview and Scrutiny Committee and Panels appointed by it. However, no Member may be involved in scrutinising a decision in which he/she has been directly involved.

For information, the Membership of the Committee during 2019/20 was as follows:-

Councillor Mr. N. Harrison (Chair)

Councillors	Mrs. R. Absalom	Councillors	Mr. J. King
	Mr. M. Blacker		Mr. R. Michalowski (from Feb 2020)
	Mr. G. Buttironi		Ms. C. Neame (until Sept 2019)
	Mr. J. Essex		Mr. S. Parnall (until Feb 2020)
	Mr. R. Feeney		Ms. J. Philpott
	Mr. J. Hudson		Ms. K. Sachdeva (from Dec 2019)
	Mr. F. Kelly		Mrs. S. Sinden
			Mrs. R. Turner

### TERMS OF REFERENCE

The Terms of Reference of the Overview and Scrutiny Committee are set out below:-

#### (a) Scrutiny

- Review and scrutinise decisions made by, and the performance of the Leader / Executive decision maker, Committees and Council Officers excluding decisions on individual applications/cases;
- Review and scrutinise the performance of the Council in relation to its policy objectives, performance targets or particular service areas;
- Make recommendations to the Leader / Executive decision maker, Committees or the Council arising from the outcome of the scrutiny process;
- Review and scrutinise the performance of other public bodies.

#### (b) Policy Review and Development

- Assist the Council [and the Executive] in the development of its budget and policy framework;
- Conduct research, community and other consultation on policy issues and possible options.

In relation to (a) and (b) above:

- Question the Leader / Executive decision maker, Committees, Directors, Chief Officers or Heads of Service;
- Liaise as necessary with external organisations;
- Question and obtain confirmation/advice from any other person/organisation.

**(c) Budget/Resources**

- To exercise responsibility for resources allocated to support the work of the Committee.

**(d) Audit Responsibilities**

- To consider the effectiveness of the Council's risk management arrangements;
- Approve the Council's internal audit strategy and monitor performance;
- Review summary internal audit reports and the main issues arising, and seek assurance that appropriate action has been taken where necessary;
- Receive the annual report of the Chief Internal Auditor;
- Be consulted upon reports received from External Audit and other inspection agencies.

**(e) Crime and Disorder**

- That for the purposes of the Police and Justice Act 2006 that the Overview and Scrutiny Committee be designated as the Crime and Disorder Committee with the following remit:
  - (a) To review or scrutinise decisions made, or action taken, in connection with the discharge by the responsible authorities of their crime and disorder functions;
  - (b) To make reports or recommendations to the responsible authority(s) with respect to the discharge of those functions.

**(f) Joint Scrutiny**

- The scrutiny and reporting functions set out in the Local Government and Public Involvement in Health Act 2007 and the Local Authorities (Overview and Scrutiny Committees) (England) Regulations 2009 and any amendments made thereto, and in particular:
  - (a) The scrutiny of the improvement targets contained in the Surrey Local Area Agreement; and
  - (b) To make reports or recommendations to the LAA partners with respect to the matters that relate to a relevant LAA target.

**(g) Generally**

- To report annually to the Council on the Committee's work and (following consultation with the Executive) upon the future Work Programme for the Committee;
- To appoint panels as necessary to carry out and report upon the work of the Committee;
- To consider any valid Councillor Call for Action;
- To ensure effective scrutiny of the Treasury Management Strategy and procedures.

## ATTENDANCE 2019/20

<b>Overview and Scrutiny Committee</b>		
<b>No. of Meetings Held</b> Not including 19 March or 10 April	<b>Members</b>	<b>No. of Meetings Attended</b> Not including 19 March or 10 April*
7	<p>Councillors</p> <p>Mr. N. Harrison (Chair)</p> <p>Mr. S. Parnall (Vice-Chair until Feb 2020)</p> <p>Mr. S. Walsh (Vice-Chair from Feb 2020)</p> <p>Mrs. R. Absalom</p> <p>Mr. M. Blacker</p> <p>Mr. G. Buttironi</p> <p>Mr. J. Essex</p> <p>Mr. R. Feeney</p> <p>Mr. J. Hudson</p> <p>Mr. F. Kelly</p> <p>Mr. J. King</p> <p>Mr. R. Michalowski (from Feb 2020)</p> <p>Ms. C. Neame**</p> <p>Ms. J. Philpott</p> <p>Ms. K. Sachdeva**</p> <p>Mrs. S. Sinden</p> <p>Mrs. R. Turner</p>	<p>7</p> <p>4</p> <p>6</p> <p>7</p> <p>7</p> <p>7</p> <p>7</p> <p>6</p> <p>6</p> <p>6</p> <p>3</p> <p>6</p> <p>1</p> <p>3</p> <p>6</p> <p>0</p> <p>5</p> <p>6</p>
	<p>*The March and April meetings of the Committee were cancelled due to the Council's emergency response to Covid-19.</p> <p>**Councillor C. Neame was a member of the Committee for 3 meetings between 6 June 2019 and 12 September 2019, and Councillor K. Sachdeva was a member of the Committee for the 3 meetings between 17 December 2019 and 20 February 2020.</p>	

### BUDGET SCRUTINY REVIEW PANEL 2019/20: ATTENDANCE

Panel	No. of Meetings Held	Members	No. of Meetings Attended
Budget Scrutiny Review Panel  21 November 2020	1	Councillors Mr. N. Harrison (Chair) Mr. D. Allcard Mr. J. Essex Mr. S. Parnall Ms. J. Philpott Ms. K. Sachdeva Mr. S. Walsh	1 1 1 - 1 - -
	Note:	Councillors Mr. M.A. Brunt (Leader of the Council), Mr. T. Schofield (Executive Member for Finance), Mr. R. Ashford, Mr. P. Harp, Ms. N. Moses, Mrs. R. Ritter and Mrs. S. Sinden were also in attendance.	

### LDF SCRUTINY REVIEW PANEL 2019/20: ATTENDANCE

Panel	No. of Meetings Held	Members	No. of Meetings Attended
LDF Scrutiny Review Panel (Supplementary Planning Documents - public consultation responses)  18 February 2020	1	Councillors Mr. P. Harp (Chair) Mr. D. Allcard Mr. M. Blacker Mr. S. Parnall Mr. S. McKenna	1 1 1 1 -