

**SUPPLEMENTARY INFORMATION FOR THE HEALTH AND WELLBEING  
SCRUTINY COMMISSION MEETING ON 25 MAY 2016**

**THE FOLLOWING WAS APPROVED BY ANNUAL COUNCIL ON 19 MAY 2016**

**MEMBERSHIP OF THE HEALTH AND WELLBEING SCRUTINY COMMISSION  
2016/17 – AGENDA ITEM 3**

Councillor Dempster – Chair  
Councillor Fonseca – Vice-Chair  
Councillor Cassidy  
Councillor Chaplin  
Councillor Cleaver  
Councillor Sangster  
Councillor Unsworth  
1 Unfilled Non-Grouped Member Place

**TERMS OF REFERENCE OF SCRUTINY COMMISSIONS  
2016/17 – AGENDA ITEM 4**

Scrutiny Committees hold the executive and partners to account by reviewing and scrutinising policy and practices. Scrutiny Committees will have regard to the Political Conventions and the Scrutiny Operating Protocols and Handbook in fulfilling their work.

The Overview and Select Committee and each Scrutiny Commission will perform the role as set out in Article 8 of the Constitution in relation to the functions set out in its

Scrutiny Commissions may:-

- i. review and scrutinise the decisions made by and performance of the City Mayor, Executive, Committees and Council officers both in relation to individual decisions and over time.
- ii. develop policy, generate ideas, review and scrutinise the performance of the Council in relation to its policy objectives, performance targets and/or particular service areas.
- iii. question the City Mayor, members of the Executive, committees and Directors about their decisions and performance, whether generally in comparison with service plans and targets over a period of time, or in relation to particular decisions, initiatives or projects.
- iv. make recommendations to the City Mayor, Executive, committees and the Council arising from the outcome of the scrutiny process.
- v. review and scrutinise the performance of other public bodies in the area and

invite reports from them by requesting them to address the Scrutiny Committee and local people about their activities and performance; and

vi. question and gather evidence from any person (with their consent).

**Annual report:** The Overview Select Committee will report annually to Full Council on its work and make recommendations for future work programmes and amended working methods if appropriate. Scrutiny Commissions / committees will report from time to time as appropriate to Council.

**SCRUTINY COMMISSIONS will:-**

- Be aligned with the appropriate Executive portfolio.
- Normally undertake overview of Executive work, reviewing items for Executive decision where it chooses.
- Engage in policy development within its remit.
- Normally be attended by the relevant Executive Member, who will be a standing invitee.
- Have their own work programme and will make recommendations to the Executive where appropriate.
- Consider requests by the Executive to carry forward items of work and report to the Executive as appropriate.
- Report on their work to Council from time to time as required.
- Be classed as specific Scrutiny Committees in terms of legislation but will refer cross cutting work to the OSC.
- Consider the training requirements of Members who undertake Scrutiny and seek to secure such training as appropriate.

**DATES OF HEALTH AND WELLBEING SCRUTINY COMMISSION MEETINGS  
2016/17 – AGENDA ITEM 5**

Wednesday 25 May 2016 – 6.30pm - G01, City Hall  
Thursday 30 June 2016 – 5.30pm - G01, City Hall  
Wednesday 7 September 2016 – 5.30pm - G01, City Hall  
Wednesday 9 November 2016 – 5.30pm - G01, City Hall  
Wednesday 4 January 2017 – 5.30pm - G01, City Hall  
Wednesday 8 March 2017 – 5.30pm - G01, City Hall