

## **SCHEDULE 3**

The following pages set out the membership of the Council's Scrutiny Committees.

1. Economy and Resources Scrutiny Committee
2. Adults Scrutiny Committee
3. Health and Housing Scrutiny Committee
4. Children and Young People Scrutiny Committee
5. Communities and Local Services Scrutiny Committee
6. General Role of the Council's Scrutiny Committees
7. Monitoring and Co-ordination Group

## ECONOMY AND RESOURCES SCRUTINY COMMITTEE

<b>MEMBERSHIP</b>	
DARLINGTON BOROUGH COUNCIL	5 Labour Group Members, 3 Conservative Group Members, 1 Green Group Member and 1 non-aligned Independent Member
OTHER MEMBERS	
TOTAL MEMBERSHIP –	10
QUORUM –	3

### **PROTOCOLS**

The Scrutiny Committee cannot include any Member of Cabinet in its membership.

The Chair/Vice-Chair of a Scrutiny Committee cannot be the Chair/Vice-Chair of the Licensing or Planning Applications Committees.

### **TERMS OF REFERENCE**

To undertake the Council’s Scrutiny functions in relation to the following services

<b>RESOURCES PORTFOLIO</b>	<b>ECONOMY PORTFOLIO</b>
Financial Management within the Council, including the Medium-Term Financial Plan (MTFP), Treasury Management, Local Taxation and Risk Management and Insurance	Place Strategy, Policy and Performance
Transformation and Business Model Implementation	Planning and Related Policy
The Council’s Corporate Planning Process, including the Organisational Development Strategy (ODS), Performance Management and the Efficiency Programme	Economy and Housing Policy

Corporate Landlord	Environment, Urban Design, Heritage and Sustainability
Land and Property Asset Management	Climate Change
Corporate Procurement	Development Management (Local Planning Authority matters)
Information Communication Technology (ICT)	<p>Economic Development and Regeneration</p> <ul style="list-style-type: none"> <li>• Employability</li> <li>• Business Support</li> <li>• Business Engagement</li> <li>• Inward Investment</li> <li>• Regeneration and Development</li> <li>• Town Centre</li> <li>• Environmental Health</li> <li>• Building Control</li> </ul>
Human Resources	
Health and Safety	
Corporate Communications and Marketing	
Building Services Division	
Housing Benefits	
The Council's Customer Strategy and oversight of the Council's Customer Services and insight functions	
Legal/Registrars and Democratic functions	
The Council's Shared Services Partnership Xentrall	
The Council's capital projects and design Services management	

### ADULTS SCRUTINY COMMITTEE

<b>MEMBERSHIP</b>	
DARLINGTON BOROUGH COUNCIL	5 Labour Group Members, 2 Conservative Group Members, 1 Green Group Member and 1 non-aligned Independent Member (1 seat unallocated)
OTHER MEMBERS	
TOTAL MEMBERSHIP –	10
QUORUM –	3

#### PROTOCOLS

The Scrutiny Committee cannot include any Member of Cabinet in its membership.

The Chair/Vice-Chair of a Scrutiny Committee cannot be the Chair/Vice-Chair of the Licensing or Planning Applications Committees.

#### TERMS OF REFERENCE

To undertake the Council’s Scrutiny functions in relation to the following services

<b>ADULTS PORTFOLIO</b>
Adult Mental Health
Mental Health Services for Older People, Mental Capacity Act / Deprivation of Liberty Safeguards, and Approved Mental Health Practitioners
Assessment and Reviews, Physical and Sensory Impairment, First Point of Contact, Safeguarding Adults, On-going and Complex Care and Occupational Therapy

Day Services
Supported Living
Reablement
Learning Disability Services

## HEALTH AND HOUSING SCRUTINY COMMITTEE

<b>MEMBERSHIP</b>	
DARLINGTON BOROUGH COUNCIL	5 Labour Group Members, 2 Conservative Group Members and 1 Green Group Member and 1 non-aligned Independent Member (1 seat unallocated)
OTHER MEMBERS	
TOTAL MEMBERSHIP –	10
QUORUM –	3

### **PROTOCOLS**

The Scrutiny Committee cannot include any Member of Cabinet in its membership.

The Chair/Vice-Chair of a Scrutiny Committee cannot be the Chair/Vice-Chair of the Licensing or Planning Applications Committees.

### **TERMS OF REFERENCE**

To undertake the Council’s Scrutiny functions in relation to the following services

<b>HEALTH AND HOUSING PORTFOLIO</b>
Public Health functions
Integrated Health Commissioning
NHS
Council Housing Services, including Lifeline and Homelessness
Dolphin Centre
Eastbourne Sports Complex

Sports and Physical Activity Programme

## CHILDREN AND YOUNG PEOPLE SCRUTINY COMMITTEE

<b>MEMBERSHIP</b>	
DARLINGTON BOROUGH COUNCIL	5 Labour Group Members, 2 Conservative Group Members, 1 Green Group Member, 1 Liberal Democrat Group Member and 1 non-aligned Independent Member
OTHER MEMBERS  Voting Members          Non-voting Members	1 Church of England Diocese representative 1 Roman Catholic Diocese representative 3 Parent Governor representatives  3 Community representatives 1 Secondary Teaching representative 1 Primary Teaching representative 1 Further Education representative 11-19 Partnerships representative Primary Schools Forum representative
TOTAL MEMBERSHIP –	10
QUORUM –	3

### **PROTOCOLS**

The Scrutiny Committee cannot include any Member of Cabinet in its membership.

The Chair/Vice-Chair of a Scrutiny Committee cannot be the Chair/Vice-Chair of the Licensing or Planning Applications Committees.

The voting representatives shall always be included in the membership.

### **TERMS OF REFERENCE**

To undertake the Council’s Scrutiny functions in relation to the following services

<b>CHILDREN AND YOUNG PEOPLE PORTFOLIO</b>
Education
Adult and Community Learning
Children's Safeguarding and Assessment
Looked After Children (including fostering and adoption)
Care Leavers
Life Stages (0-25)

## COMMUNITIES AND LOCAL SERVICES SCRUTINY COMMITTEE

<b>MEMBERSHIP</b>	
DARLINGTON BOROUGH COUNCIL	5 Labour Group Members, 3 Conservative Group Members, 1 Green Group Member and 1 non-aligned Independent Member
OTHER MEMBERS	
TOTAL MEMBERSHIP –	10
QUORUM –	3

### **PROTOCOLS**

The Scrutiny Committee cannot include any Member of Cabinet in its membership.

The Chair/Vice-Chair of a Scrutiny Committee cannot be the Chair/Vice-Chair of the Licensing or Planning Applications Committees.

### **TERMS OF REFERENCE**

To undertake the Council's Scrutiny functions in relation to the following services

<b>STRONGER COMMUNITIES PORTFOLIO</b>	<b>LOCAL SERVICES PORTFOLIO</b>
Policing	Street Scene Policy (refuse/recycling/street cleaning/grounds maintenance)
Community Safety	Crematorium and Cemeteries
Community Development	Arboriculture
Community Grants	Countryside and Allotments
The Council's responsibilities for the Fire and Rescue Services	Parks, Open Spaces and Play Areas
Street Scene Enforcement	Waste Management
Illegal Encampments	Fleet Management and Maintenance
Private Sector Housing	Head of Steam
Licensing of premises (except where delegated to the Licensing Committee)	Hippodrome
Hackney Carriage and Private Hire Vehicles (except where delegated to the Licensing Committee)	Events and Programming
Trading Standards and Animal Welfare	Library Service
Co-ordination of the Council's responsibilities under the Floods and Water Act	Strategic Arts
Civil Contingencies and Emergency Planning	2025
Parking Enforcement	Transport Policy  Transport and Highways Asset Management (roads, paths, rights of way, street lighting, traffic signals, signage)  Transport and Highways Network Management and Improvement Schemes
CCTV	Road Safety
Equalities	Parking Policy

	Supported Bus Services and Concessionary Fares
	Sustainable Transport

## **GENERAL ROLE OF THE COUNCIL'S SCRUTINY COMMITTEES**

Within its terms of reference, the Scrutiny Committee will:-

- (a) Review and/or scrutinise decisions made, or other action taken in connection with the discharge of any functions which are the responsibility of Cabinet (see Call-in procedures as set out in the Scrutiny Procedure Rules);
- (b) Make reports or recommendations to the Council or Cabinet, with respect to the discharge of any functions which are the responsibility of Cabinet;
- (c) Review or scrutinise decisions made, or other action taken, in connection with the discharge of any functions which are not the responsibility of the Cabinet; and
- (d) Make reports or recommendations to the Council, or Cabinet, with respect to the discharge of any functions which are not the responsibility of Cabinet on matters which affect the Authority's area or the inhabitants of that area.

### **Policy Development -**

Within its terms of reference, the Scrutiny Committee will:-

- (a) Assist the Council and the Cabinet in the development of its budget and policy framework by in-depth analysis of policy issues;
- (b) Conduct research, community and other consultation in the analysis of policy issues and possible options;
- (c) Consider and implement mechanisms to encourage and enhance community participations in the development of policy options;
- (d) Question Members of the Cabinet and/or Committees and Chief Officers about their views on issues and proposals affecting the area; and
- (e) Liaise with other external organisations operating in the area, whether national, regional or local, to ensure that the interests of local people are enhanced by collaborative working.

### **Review -**

The Scrutiny Committee may :-

- (a) Review and scrutinise the decisions made by and the performance of the Cabinet, Committees and Council Officers, both in relation to individual decision, and over time;
- (b) Review and scrutinise the performance of the Council in relation to its policy objectives, performance targets and/or particular service areas;

- (c) Question Members of the Cabinet, Committees and Chief Officers 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;
- (d) Monitor and challenge performance of the agreed targets for the Community Strategy;
- (e) Question and gather evidence from any other person (with their consent);
- (f) Make recommendations to the Cabinet, appropriate Committees or Council arising from the outcome of the scrutiny process; and;
- (g) 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.
- (h) In deciding what reviews are to be undertaken, Members will ensure that any work focuses on delivering outcomes and contributes to the strategic aims of the Council.

#### **NOTES –**

##### **Officer Support -**

Each Scrutiny Committee has a Lead Officer to support it, and, in the main, these Officers are from the relevant service delivery area.

Scrutiny Committees have access to any Officer or Member, who they feel may be able to assist in the review of any issue. They also receive support which is justifiable and is sufficient to provide both the administrative support and information required.

##### **Role of the Chair -**

The Chair will ensure that Scrutiny is Member-led and is focused on delivering outcomes.

##### **Finance -**

The Scrutiny Committees have no responsibility for the finances made available to them, the Monitoring and Co-ordination Group recommend resource allocation to the Assistant Director Resources.

##### **Annual Report -**

Scrutiny Committees must report to Full Council on their workings and make recommendations to the Monitoring and Co-ordination Group for future work programmes and amended working methods if appropriate. These reports should be monitored to ensure that the outcomes of each review undertaken have improved or made suggestions to improve service delivery.