

CHAIRMAN OF OVERVIEW & SCRUTINY COMMITTEE

The Chairman of the Overview & Scrutiny Committee will have the following responsibilities over and above that of other Committee Chairmen and ordinary Members.

Overall Role

To chair the Overview & Scrutiny Committee and develop and maintain a working knowledge of the practices, procedures, services and functions which fall within the terms of reference of the Committee and to monitor the progress of the work programme.

Main Responsibilities

- To lead the Overview and Scrutiny Function of the Council.
- To take a lead role in scrutinising policy decisions and in liaison with appropriate senior officers to contribute to the agenda for the meetings.
- To contribute actively to the formation and scrutiny of the authority's policies, budget strategies and service delivery.
- To lead the scrutiny of policy proposals referred to the committee by the Council or Executive by guiding the committee in obtaining preliminary background information and determining a timetable of scrutiny.
- To develop a balanced work programme for the committee and to ensure that programme is delivered.
- To report on progress against the work programme to Council and others as appropriate/required.
- To promote the role of Overview and Scrutiny within and outside the Council.
- To provide agreement where appropriate for special urgency decisions to be implemented.

I confirm that I accept the responsibilities set out above in my capacity as the Chairman of Overview & Scrutiny Committee of Test Valley Borough Council.

Signed

Dated