

## **TERMS OF REFERENCE OF OVERVIEW AND SCRUTINY PANELS**

1. The statutory overview and scrutiny functions of the Council shall be undertaken by Overview and Scrutiny Panels. Each Panel shall have a particular responsibility for the overview and scrutiny of the following Cabinet Portfolio Holders and their areas of responsibility:-

### **Community, Partnerships & Wellbeing Overview and Scrutiny Panel**

1. People and Places
  - a. Town and Parish Council Engagement
  - b. Streetscene, Litter Collection
  - c. Open Spaces
  - d. Grounds Maintenance Services
  - e. Cemeteries
  - f. Trees
  - g. Public Conveniences
  - h. Customer Services and Area Offices
  - i. Communications and Design
  - j. Eling Tide Mill
  - k. Community Grants and Support
  - l. Street Naming and Numbering
  - m. Culture and Arts
  - n. Flytipping
  - o. Abandoned Vehicles
2. Partnering and Wellbeing
  - a. Health and Leisure Contract Management
  - b. Dibden Golf Course
  - c. Sport and Community Development
  - d. Health and Wellbeing
  - e. Environmental Health
  - f. Pest Control
  - g. Welfare Funerals
  - h. Key Stakeholder Engagement (HCC, NFNPA)
  - i. CCTV and Careline
  - j. Community Safety Partnership (Safer New Forest)
  - k. Emergency Planning
3. This Panel will also be the Crime and Disorder Scrutiny Committee under Section 19 of the Police and Justice Act 2006, with power to co-opt representatives of the Crime and Disorder Reduction Partnership onto the Panel when it reviews Partnership matters, and to agree terms of such co-option.

### **Corporate Affairs & Local Economy Overview and Scrutiny Panel**

1. Leader
  - a. Political Structures
  - b. Employee Engagement
  - c. Corporate Plan

- d. Smarter Working
  - e. Local Enterprise Partnership
  - f. Freeports
  - g. Elections and Electoral Registration
2. Business, Tourism and High Streets
    - a. Support for New Forest Businesses
    - b. Economic Development Strategy
    - c. High Streets
    - d. Funding/Bidding Opportunities
    - e. Go New Forest Liaison
  3. Finance, Investment and Corporate Services
    - a. Medium Term Financial Plan
    - b. Accountancy
    - c. Revenue and Benefits
    - d. Estates and Valuation including Investments
    - e. ICT and ICT Strategy
    - f. Human Resources
    - g. Building Facilities
    - h. Health and Safety
    - i. Business Continuity
    - j. Legal Services
    - k. Democratic Services
    - l. Business Improvement

### **Environment & Sustainability Overview and Scrutiny Panel**

1. Leader
  - a. Sustainability
2. Environment and Coastal Services
  - a. Waste Strategy
  - b. Refuse & Recycling Collection
  - c. Land Drainage
  - d. Coastal Protection
  - e. Car Parking/road Closures
  - f. Beach Huts and Keyhaven
3. Planning, Regeneration and Infrastructure
  - a. Local Plan
  - b. Development Management
  - c. Building Control
  - d. Listed Buildings and Conservation
  - e. Town Centre Regeneration
  - f. Land Charges

### **Housing & Homelessness Overview and Scrutiny Panel**

1. Housing and Homelessness Services
  - a. Housing Strategy and Development
  - b. Council House/Tenancy Management
  - c. Housing Allocations

- d. Homelessness
- e. Housing Maintenance
- f. Private Sector Housing

- 2. To review 'called in' decisions in accordance with the procedures set out in the Constitution.
- 3. To prepare, implement, and regularly review a Work Programme.
- 4. To report annually to Full Council on the output of the Overview and Scrutiny Panel, providing an assessment of the value added by the work undertaken.
- 5. To establish work as appropriate after taking into account the availability of resources, the work programme and the matter under review.
- 6. To undertake policy reviews, making recommendations to the Cabinet to assist in the development of future policies and strategies.
- 7. To scrutinise the decisions of the Cabinet, offering advice or making recommendations on the matter.
- 8. To monitor the implementation of decisions to examine their effect and outcomes.
- 9. Subject to compliance with any provisions within legislation and the Council's Constitution, to delegate any of the functions of the Panel to an officer of the Council.