

## 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.