

## TERMS OF REFERENCE FOR THE THREE WORKING GROUPS

Each working group made up of five members of Overview & Scrutiny Committee (other Committee members welcome to attend)

The Chairman of each working group to report back to the main Committee.

### **1) Finance and Performance Working Group**

- Reviewing data (eg quarterly reports provided by the Finance department)

In addition to reviewing historical data, the two main areas of involvement are:

- Reviewing progress during the year on the Medium Term Financial Strategy;
- Having input during the preparation of the budget (through progress reports during the year).
- To initiate Task and Finish groups to deal with or scrutinise any particular queries that may be brought to the attention of the Group or deal with other items that may be brought forward as work suggestions and approved by the O&S Committee.

### **2) Community**

This group would have a very broad scope intended to scrutinise community issues, in particular the following areas:

- Social Inclusion & Health
- Crime & Disorder
- Health & Wellbeing
- Leisure
- Housing Company

### **3) Business Improvement Working Group**

- To scrutinise practices and procedures employed by the Council, focussing on events or actions recently taken.
- To investigate why decisions were made, ensuring protocols and proper procedures were followed.
- To ensure practices and procedures are fit for purpose and identify if they are in need of updating in line with changes to policy or current situations.
- The Group's work to include Council business with external bodies.
- To scrutinise any other ad hoc matters that may arise or as instructed by the O&S Committee and make recommendations as appropriate

Councillor Brian O'Connell  
Chairman, Engagement of Overview & Scrutiny Task and Finish Group  
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