

APPENDIX E

D2 EXTRACT FROM THE OVERVIEW AND SCRUTINY PROCEDURE RULES Formatted Table

8. Members and Officers giving Account

8.1 An overview and scrutiny committee (or task group) may scrutinise and review decisions made or actions taken in connection with the discharge of any Council function or other matter that is within its terms of reference. As well as reviewing documentation an overview and scrutiny committee (including any task group) may, in fulfilling the scrutiny role [or responding to a public petition calling for a senior Council officer to give evidence](#), require any member of the Executive, the Head of Paid Service and/or any Director to attend before it to explain, in relation to matters within their remit:-

8.1.1 Any particular decision or series of decisions;

8.1.2 The extent to which the actions taken implement Council policy; and/or

8.1.3 Their performance.

8.2 [In respect of a public petition calling for a senior officer to give evidence, an overview and scrutiny committee or its Chairman, acting on the committee's behalf, may request that another officer of the Council attend instead, where it considers that, for the purposes of addressing the concerns raised by the petition, it is more appropriate for that officer to attend.](#)

8.3 [The overview and scrutiny committee, or its Chairman may also wish to invite the relevant portfolio holder with responsibility for the service area concerned.](#)

~~8.4~~ An overview and scrutiny committee may also require any Council member who has been granted local ward member powers (for instance a delegated budget) under Section 236 of the Local Government and Public Involvement in Health Act 2007 to attend before it to answer questions on any function which the member has power to exercise. Deleted: 2

~~8.5~~ [Save as provided in Rule 8.2, it is the duty of those persons](#) described in Rules 8.1 and 8.2 to attend if so required. Deleted: 3
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8.6 Where any member or officer is required to attend an overview and scrutiny committee or a task group under this provision, the committee administrator will inform that member or officer in writing, giving at least 5 clear working days notice of a meeting of the overview and scrutiny committee meeting at which he/she is required to attend. The notice will state the nature of the item on which he/she is required to attend to give account and whether any papers are required to be produced for the committee. Deleted: 4

8.7 Where the account to be given to the committee will require the production of a report, then the member or officer concerned will be given at least 7 clear working days notice to allow for preparation of that documentation. Deleted: 5

8.8 Where, in exceptional circumstances, the member or officer is unable to attend on the required date, then the overview and scrutiny committee shall, in consultation with the member or officer, arrange an alternative date for attendance, which shall be no later than the next scheduled meeting. Deleted: 6