

## **West Berkshire Council**

### **Scrutiny Member Role Description**

The Council has established a scrutiny structure which includes the Overview and Scrutiny Management Commission supported by task and finish groups and a range of other policy development groups.

The Overview and Scrutiny Management Commission (OSMC) reviews and scrutinises decisions made or actions taken by the Executive. OSMC may also involve itself in policy development prior to decisions being taken by the Executive. OSMC may make reports and recommendations to the Executive or full Council and any relevant partner in connection with Council functions.

Scrutiny has also been integrated in a number of groups operating across the Council. These groups will have either been established to develop policy or alternatively benefit from having scrutineers as part of their membership and work.

The role of the Scrutiny Member is to:

#### **Holding to Account**

- (i) Develop a constructive relationship with the Executive, especially with relevant Portfolio Holders.
- (ii) To scrutinise the Executive's decisions, to assess how these contribute to effective service delivery and help to achieve the Council's Strategy and whether they are in accordance with the approved budget and policy framework.
- (iii) Make recommendations to the Executive or Council based on the OSMCs deliberations.
- (iv) To monitor how the Council is meeting its agreed corporate objectives, as set out in the Council Strategy.
- (v) Analyse information and evidence presented to the OSMC so as to be able to formulate appropriate recommendations to the Executive.
- (vi) To provide a challenge in the appropriate "scrutiny" groups operating across the Council.

#### **Policy Development**

- (vii) Assist with the development of an effective work programme.
- (viii) Lead the OSMC in prioritising its work so as to enable effective scrutiny.
- (ix) To review individual policies and projects and to evaluate their effectiveness and success and consult with all relevant stakeholders in the process.
- (x) To provide support to the Council's New Ways of Working Reviews.
- (xi) To facilitate and encourage participation in the Council's activities by effectively engaging local residents, businesses, outside agencies and other key stakeholders in the OSMC's work as appropriate.
- (xii) To provide support to the various groups which have been established across the Council in the pursuit of developing new policies.