

COMMUNITIES SCRUTINY COMMITTEE

DRAFT TERMS OF REFERENCE 2023/24

Core Areas of Responsibility

The Communities Scrutiny Committee core areas of responsibility align directly with the [Corporate Plan 2023-2027](#) and the key objectives for Stronger Communities, which are:

- To safeguard vulnerable people and support residents in need, providing support and equality of opportunity in a district that is safe for everyone.
- To work with our partners to achieve wellbeing and health equity for all our residents.
- To listen to our communities and work with them when making decisions, developing policies, and designing services.

The Communities Scrutiny Committee will be responsible for the scrutiny of the Housing & Strategic Health Partnerships, Community Health & Wellbeing, and Customer & Corporate Support Services Portfolios, as detailed below.

Key Areas covered by the Communities Scrutiny Committee

Housing, Community, Customer Services, Wellbeing and Community Partnerships.

Key Objectives

1. To develop an annual work programme that effectively scrutinises the areas of responsibility outlined above.
2. To provide scrutiny of services and areas of concern that are identified by Overview and Scrutiny Committee in its review of Corporate Key Performance Indicators.
3. To engage in policy review and development, with a focus on improvement and how this can be best achieved.
4. To consider any matter referred by the Overview and Scrutiny Committee, Cabinet or Portfolio Holder and to make recommendations as appropriate.
5. To establish working groups and task and finish panels to undertake any activity within the terms of reference.
6. To undertake pre-scrutiny through the review of specific proposals of the Council and its partner organisations or other local service providers to help develop policy.
7. To engage with the community and encourage community engagement.
8. To monitor and review relevant projects and associated closure and benefits reports.
9. To consider the impact on customers, residents, businesses and visitors to our District, and to respond to consultation activities.

(DRAFT) Proposed Portfolio Responsibilities

Housing & Strategic Health Partnerships

Matters relating to those services within the Housing & Property Service as follows:

Housing Management, Housing Options, Older Peoples Housing, Home Ownership, Housing Repairs, Housing Assets, Housing Development, Facilities Management, Depot Management.

Recognising the importance of Housing in the Health agenda across Greater Essex and Hertfordshire.

Community Health & Wellbeing

Safer Communities, Neighbourhood Services, Safeguarding, Community Development, Arts & Museum Services, Grant Aid, Youth Council, Young People.

Voluntary Sector Champion.

Customer & Corporate Support Services

Matters relating to those services within the Corporate Support and Customer Services as follows:

Customer Services, Compliments and Complaints, Internal & External Communications, Website, Public Consultation, Debt Recovery, Cashiers, Democratic Services, Elections, Civic & Member Services, Data Protection, Freedom of Information, People Team, Business Support (including Land Charges, Legal Services and Reprographics), ICT.

Car Parking.

Digital Delivery.

Objective to improve the customer experience.