

# Article 8 – Overview and Scrutiny Committee

## 8.01 Composition

The Overview and Scrutiny Committee shall comprise 15 Members and shall be politically balanced

Substitution (see Council Procedure Rule 10) is not permitted for the Overview & Scrutiny Committee

The Quorum for the Overview & Scrutiny Committee shall be for the duration of the meeting.

The Overview & Scrutiny Committee will usually have 8 meetings per year.

## 8.02 Speaking and Voting

All Borough Councillors can attend and speak, subject to prior notification being given to the Chairman of the Overview and Scrutiny Committee (or the Vice Chairman if s/he is chairing). Only Overview and Scrutiny Committee Members may vote.

### Public Forum Procedures

#### (a) General

Members of the public may raise issues and ask questions at meetings of the Overview and Scrutiny Committee. This session will last for up to fifteen minutes at the beginning of each meeting.

#### (b) Notice of Questions

An issue or question may only be raised by a member of the public provided that they have given written notice (which may be by electronic mail) to the Senior Specialist – Democratic Services ([Member.Services@swdevon.gov.uk](mailto:Member.Services@swdevon.gov.uk)) by 5.00pm on the Thursday, prior to the relevant meeting.

#### (c) Scope of Questions

An issue may be rejected by the Monitoring Officer if:

- it relates to a matter within the functions of the Development Management & Licensing Committee;

- it is not about a matter for which the local authority has a responsibility or which affects the borough;
- it is offensive, frivolous or defamatory;
- it is substantially the same as a question which has previously been put in the past six months; or
- it requires the disclosure of confidential or exempt information.

### **8.03 Annual report**

The Overview & Scrutiny Committees shall report annually to Council on their workings and make evidence based recommendations for future work programmes and amended working methods if appropriate.