

# **Budget and Corporate Scrutiny Management Board**

## **Terms of Reference**

As set out in the Scrutiny Procedure Rules contained in Part 4 of the Council's Constitution to scrutinise recommendations, consider referrals under the Call for Action process, and contribute to decision making and policy development through pre-decision scrutiny processes in relation to the following matters:-

- (a) budget strategy;
- (b) asset management;
- (c) procurement;
- (d) revenues and benefits;
- (e) corporate governance;
- (f) information management;
- (g) risk management;
- (h) human resources, including organisational development;
- (i) information and communication technology;
- (j) complaints handling;
- (k) the West Midlands Combined Authority.

In addition the Budget and Corporate Scrutiny Management Board will have the following responsibilities:

- (1) to approve an annual overview and scrutiny work programme, including the programme of any other scrutiny boards appointed by the Council, to ensure that there is efficient use resources, and that the potential for duplication of effort is minimised;

- (2) where matters fall within the remit of more than one scrutiny board, to determine which board will assume responsibility for any particular issue, and to resolve any issues of dispute between scrutiny boards;
- (3) to receive requests from the executive and/or the full Council for reports from scrutiny boards and to allocate them, if appropriate, to one or more scrutiny boards;
- (4) to put in place and maintain a system to ensure that referrals from scrutiny to the executive either by way of report or for consideration are managed efficiently and do not exceed the limits of the Constitution;
- (5) in the event of the Board being aware that the number of reports it is to put before the executive exceeds the limits in this Constitution, or if the volume of such reports creates difficulty for the management of executive business or jeopardises the efficient running of Council business, the Board shall make recommendations to the Leader about the priority of referrals made;
- (6) to consider and respond to calls for evidence from the Overview and Scrutiny Committee of the West Midlands Combined Authority.