ARTICLE 5
THE SELECT COMMITTEES

1. **Legal Status**

1.1 In accordance with Section 21 of the Local Government Act 2000, the Council must appoint at least one Overview and Scrutiny Committee to fulfil the Overview and Scrutiny function.

1.2 In accordance with Section 151 of the Local Government Act 1972, the Council must “make arrangements for the proper administration of its financial affairs”. In addition, the Accounts and Audits Regulations 2003 require the delivery of a best practice service. The Council’s statutory auditors rely on Chartered Institute of Public Finance and Accountancy guidance in determining best practice.

2. **Role**

2.1 The Overview and Scrutiny function of the Council is managed through five standing Select Committees, which report directly to Assembly. Four Select Committees are themed, and the fifth Select Committee addresses cross-cutting issues and audit.

2.2 Each Select Committee has a defined remit, which is aligned with Local Strategic Partnership (LSP) structures and Council and LSP priorities. Each Select Committee has responsibility for scrutinising issues falling within their remit, and the Select Committee remits combined cover all aspects of Local Strategic Partnership work.

2.3 The Select Committee general remits are set out in table below:

<table>
<thead>
<tr>
<th>Title</th>
<th>Scope</th>
<th>Local Strategic Partnership links</th>
</tr>
</thead>
<tbody>
<tr>
<td>Safer and Stronger Community Select Committee (themed)</td>
<td>Crime and disorder, community and voluntary sector, community cohesion, social inclusion and culture.</td>
<td>• Community Safety Partnership</td>
</tr>
<tr>
<td>Living and Working Select Committee (themed)</td>
<td>Housing, public realm, environment, regeneration, business, jobs and skills.</td>
<td>• Cleaner, Greener and Sustainable Borough</td>
</tr>
<tr>
<td></td>
<td></td>
<td>• Business, Jobs and Skills</td>
</tr>
<tr>
<td>Health and Adult Services Select Committee (themed)</td>
<td>Health and Adult services</td>
<td>• Healthier Borough</td>
</tr>
<tr>
<td>Children’s Services Select Committee (themed)</td>
<td>Children’s services, children and young people’s social care and education.</td>
<td>• Children’s Trust</td>
</tr>
<tr>
<td>Public Accounts and Audit Select Committee</td>
<td>Governance, resources and customer care. This Committee is also</td>
<td>• Public Services Board</td>
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<tr>
<td></td>
<td></td>
<td>• Performance and Resources Board</td>
</tr>
</tbody>
</table>
2.4 **Call-Ins** – each Select Committee will also be responsible for addressing any Call-Ins that fall within its remit. Call-Ins will be allocated to the relevant Select Committee by the Authority’s Designated Scrutiny Officer. Details regarding the process for addressing Call-Ins are set out in Article 5A.

2.5 **Councillor Calls for Action (CCfAs)** – each Select Committee will also be responsible for addressing any CCfAs that fall within its remit, in accordance with the Local Government and Public Involvement in Health Act 2007. CCfAs will be allocated to the relevant Select Committee by the Authority’s Designated Scrutiny Officer. Details regarding the process for addressing CCfAs are set out in Article 5B.

2.6 **Petitions** may be presented to Select Committees in accordance with the Council’s Petition Scheme which can be found on the Council’s website at:

http://www.lbbd.gov.uk/CouncilandDemocracy/Information/Pages/Petitions.aspx

### Membership

3.1 The four themed Select Committees will each consist of nine Councillors. The Public Accounts and Audit Select Committee (PAASC) will consist of six Councillors. The membership of these Committees will reflect political balance requirements.

3.2 The Council shall not co-opt Members of the Cabinet to serve on the Select Committees.

3.3 The Lead Member and Deputy Lead Member of each Select Committee will be appointed by the Assembly.

3.4 The Children’s Services Select Committee (CSSC) shall also include in its membership the following voting representatives:

(i) One Church of England Diocesan Board of Schools representative

(ii) One Roman Catholic Westminster Diocesan Schools Commission representative;

(iii) One secondary school parent governor representative;

(iv) One primary school parent governor representative.

3.5 The voting representatives are appointed by the Assembly for a term of four years.

3.6 The CSSC shall also offer non-voting membership to the Chair and Vice-Chair of the BAD Youth Forum.
3.7 Any Select Committee can co-opt additional non-voting members, subject to the discretion of the Committee, who may wish to attend Committee meetings or have an interest in an in-depth review being undertaken by the Select Committee for the duration of that review.

3.8 With the exception of voting rights, as detailed above, Co-opted Members have all the rights of a Council Member for the purposes of the Committee. This includes their right, for example, to attend meetings of the Assembly for related matters and to speak and/or participate in any such discussions. In the event of any such matter being confidential or exempt from publication, the independent Members have the right to remain present.

3.9 In addition the PAASC appoints an independent adviser (non-voting) to support the work of the Committee.

4. Quorum

4.1 Three voting members on each Select Committee.

5. Frequency of Meetings

5.1 Formal meetings of Select Committees shall take place approximately every six weeks. Additional formal meetings shall be scheduled if required.

5.2 Informal meetings of Select Committee Members and site visits will take place as necessary.

6. Venue and Time

6.1 Formal meetings of Select Committees shall take place between Mondays and Wednesdays, normally starting at 6pm.

6.2 Meetings shall take place either in the Civic Centre, Dagenham, or the Town Hall, Barking.

7. Terms of Reference

7.1 See Scheme of Delegation in Part C of the Constitution, Sections D to H.

8. Appointment and Accountability

8.1 All Members will be appointed by and accountable to the Assembly.

(Contact Officer: Group Manager, Democratic Services: Tel: 020 8227 2135)