

APPENDIX B:

OVERVIEW AND SCRUTINY COMMITTEES

TERMS OF REFERENCE

Strategic Leadership and Corporate Service Overview and Scrutiny Committee	Planning, Transport and Development Overview and Scrutiny Committee
<p data-bbox="177 712 826 761">Leader; and Cabinet Member for Corporate Services</p> <ul data-bbox="177 761 826 2033" style="list-style-type: none">• Reviewing performance and ensuring appropriate action is identified and executed to remedy performance issues• Asset Management• Communications• Human Resources• Business Transformation and the Corporate Improvement Programme• Equalities• Scrutinising whether standards of governance and conduct are being achieved• Customer service• Corporate finance including regular budget monitoring• The Capital Programme• Information Technology including scrutiny of the shared service• Council Tax and Housing Benefit including the Revenues and Benefits Shared Service• Mid Kent Improvement Partnership• Democratic Services including member services• Electoral services• Procurement, Property Services and Facilities Management	<p data-bbox="826 712 1414 761">Cabinet Member for Planning, Transport and Development</p> <ul data-bbox="826 761 1414 2033" style="list-style-type: none">• The Council's contribution to securing sustainable construction with respect to development in the borough.• Spatial planning including the Local Plan and other spatial planning documents including Development Plan Documents, Development Management policies and development briefs• Transport and Infrastructure (including Highways, Parking, Park and Ride and Public Transport)• Development Management including planning enforcement and land charges• Landscape and Conservation• Building Control

<p align="center">Community, Environment and Housing Overview and Scrutiny Committee</p>	<p align="center">Economic and Commercial Development Overview and Scrutiny Committee</p>
<p>Cabinet Member for Community and Leisure Services; & Cabinet Member for Environment and Housing</p> <ul style="list-style-type: none"> • Housing • Community Development • Community Safety (To act as the Crime and Disorder Reduction Partnership OSC twice a year) • Safety In Action • Voluntary and Community Sectors • Health • Parks, open spaces and allotments including grounds maintenance • Community engagement • Allocation and monitoring of grants • Air Quality • Contaminated Land • Water • Climate change • Licensing • Carbon Management • Local Biodiversity • Waste minimisation, recycling and collection • Cleansing services • Environmental Health services • Bereavement i.e. services provided from the cemetery and crematorium • Capital projects and programmes relevant to the portfolio • Climate Change 	<p>Cabinet Member for Economic and Commercial Development</p> <ul style="list-style-type: none"> • Economic Development and Regeneration • Commercial Services Development • The Visitor Economy including tourism, the Kent Conference Bureau and Maidstone market. • Capital projects and programmes relevant to the portfolio including regeneration and public realm improvement schemes • Festivals and Events (including activities in parks and other council owned facilities) • Cobtree Golf Course • Leisure activities including sporting and recreational based activities and including services provided via the Maidstone Leisure Centre • Maidstone Culture and Leisure (MCL) including cultural services such as the Hazlitt Arts Centre and Maidstone museums.

Scrutiny Coordinating Committee

A Committee consisting of the Chairmen and Vice Chairmen of the four Overview and Scrutiny Committees, to be called the Scrutiny Coordinating Committee shall meet from time to time to consider matters relating to the conduct, performance and procedures of the Committees; to develop mechanisms for addressing cross cutting issues; and to prevent duplication in the work of the individual committees.