



# External Partnerships Select Committee: Introduction

Sally Kipping, June 2023



# Constitution

This is a scrutiny committee which means it has powers to scrutinize the work of the Council and make appropriate recommendations to the Executive.

Link to Terms of Reference in the Constitution is here:

[Terms of Reference External Partnerships Committee](#)

Meetings are in public and are live streamed.

Committee Members, Lead Officers and Democratic Service Officers attend in person to support the Chair.

Members of the public, Councillors who are not Committee members, people presenting to the Committee and support officers may attend in person or remotely.



# Roles and Responsibilities

Role	Responsibilities
Chair/Vice Chair	<p>Agrees agenda in consultation with other committee members and lead officer.</p> <p>Ensures meeting runs to time, and in accordance with democratic regulations and requirements.</p> <p>All questions and comments are addressed to the chair.</p> <p>Chair opens and closes the meeting, and runs the agenda during the meeting including asking people to speak, directing questions etc.</p>
Committee members	<p>Proposes and seconds motions, votes on any decisions, agrees the workplan</p>
Lead Officer	<p>Supports the Chair with any technical questions and gives advice and support to Chair as required.</p>
Support Officer	<p>Supports the Chair with any technical questions.</p>
Democratic Services Officer	<p>Answers questions from the chair relating to democratic processes, procedures, policies and regulations.</p> <p>Arranges the meeting and supports logistics</p> <p>Takes minutes and arranges for them to be checked (Chair signs them off at the next meeting with agreement of Committee members)</p>
Attending Councillors who are not part of the committee	<p>May ask questions through the Chair or may observe</p>
Members of the public	<p>Observes via live stream (or in person)</p>



# Link to Executive Decision making

This Committee makes recommendations to the Executive relating to matters that they scrutinize including revenue grant funding for third sector partners.

The Committee also links to the Engaging Communities Working Group which looks at supporting equalities and community support for those most in need.

