

**Report of the Head of Scrutiny and Member Development**

**Report to Tenant Scrutiny Board**

**Date: 13 November 2014**

**Subject: Management of Inquiries and Collection of Information**

Are specific electoral Wards affected? If relevant, name(s) of Ward(s):	<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No
Are there implications for equality and diversity and cohesion and integration?	<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No
Is the decision eligible for Call-In?	<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No
Does the report contain confidential or exempt information? If relevant, Access to Information Procedure Rule number: Appendix number:	<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No

**1.0 Summary of main issues**

- 1.1 At the October Board meeting, it was agreed that at today's meeting the Board would discuss arrangements around gathering information, the management of inquiries and the attendance of officers at meetings.
- 1.1 Attached are the Board's procedure rules as agreed by the Board in June 2014. These procedure rules outline the powers available to the Board.

**2.0 Recommendations**

- 2.1 The Board is recommended to consider, how, within its procedure rules and available support arrangements, it wishes to gather information, manage inquiries and request officer presence.

**3.0 Background documents<sup>1</sup>**

- 3.1 None

<sup>1</sup> The background documents listed in this section are available to download from the Council's website, unless they contain confidential or exempt information. The list of background documents does not include published works.