

Report of Head of Scrutiny and Member Development

Report to Scrutiny Board (Environment and Housing)

Date: 30th June 2015

Subject: Scrutiny Board Terms of Reference

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

Summary of main issues

1. This report presents the terms of reference for Scrutiny Board (Environment and Housing) for Members' information.

Recommendation

2. Members are requested to note the Scrutiny Board's terms of reference.

1.0 Purpose of this report

- 1.1 This report presents the terms of reference for Scrutiny Board (Environment and Housing).

2.0 Background information

Scrutiny Board's terms of reference

- 2.1 Each year, the Scrutiny Officer conducts a review of scrutiny arrangements to ensure that they are fit for purpose. This year, the focus of the review has been to consider the Board's terms of reference.
- 2.2 In the light of changes to the Council's key partnerships, Council resolved that the terms of reference for Scrutiny Boards be drafted to mirror the executive functions of the Council's directorates. This would provide clarity over the respective remit of each Scrutiny Board.

2.3 This Board's terms of reference are related to functions delegated to the Director of Environment and Housing. The terms of reference are shown as Appendix 1 and the relevant officer delegations as Appendix 2. The Chair has also requested that this Board receives a copy of the officer delegations for the Director of City Development to provide clarity particularly surrounding housing related functions. This is therefore attached as Appendix 3.

2.4 In terms of Executive Members, the Scrutiny Board's role encompasses the areas of responsibility assigned to:

- **Councillor R Lewis (Executive Member for Regeneration, Transport and Planning)**

- Car parking enforcement
- Sustainability (including environmental management and the formulation and implementation of environmental improvement programmes);

- **Councillor D Coupar (Executive Member for Communities)**

- The authority's role as housing authority excluding those functions which the authority has agreed, with the approval of the Secretary of State, that another person should exercise as agent of the authority;
- The condition and occupation of housing;
- Caravan sites and land occupied by travelling people;
- Parks and countryside (including golf courses and outdoor pitches in parks);
- Cemeteries, crematoria, burial grounds and mortuaries; and
- Countryside management (including all matters relating to the provision and maintenance of footpaths and bridleways), and the provision and maintenance of landscaping schemes.

- **Councillor M Dobson (Executive Member for Environmental Protection and Community Safety)**

- The service of an abatement notice in respect of a statutory nuisance;
- The passing of a resolution that schedule 2 of the Noise and Statutory Nuisance Act 1993 should apply in the authority's area;
- The inspection of the authority's area to detect any statutory nuisance;
- The investigation of any complaint as to the existence of a statutory nuisance;
- The control of pollution or management of air quality;
- Development and implementation of municipal waste policy;
- Refuse collection;
- Streetscene management and related enforcement functions, including street and gully cleansing, refuse collection, grounds maintenance, waste management, public conveniences, graffiti removal, fly-tipping and dog warden services; Waste strategy and waste management;
- Community safety and the reduction of crime and disorder (including the management of closed circuit TV);
- Environmental and consumer protection, health and safety other than in relation to Council employees, public health protection (including the investigation and control of notifiable diseases)
- Animal welfare

2.5 Cross directorate working is encouraged and there will potentially be occasions when other directors or Executive Members may be asked to contribute to a Scrutiny inquiry should their portfolio responsibilities be relevant.

3.0 Corporate Considerations

3.1 Consultation and Engagement

3.1.1 These terms of reference were formally considered and approved by Council on 21st May 2015.

3.2 Equality and Diversity / Cohesion and Integration.

3.2.1 In line with the Scrutiny Board Procedure Rules, the Scrutiny Boards will continue to ensure through service review that equality and diversity/cohesion and integration issues are considered in decision making and policy formulation.

3.3 Council Policies and the Best Council Plan

3.3.1 The terms of reference of the Scrutiny Board will continue to promote a strategic and outward looking Scrutiny function that focuses on the Best Council Plan.

3.4 Resources and Value for Money

3.4.1 This report has no specific resource and value for money implications.

3.5 Legal Implications, Access to Information and Call In

3.5.1 This report has no specific legal implications.

3.6 Risk Management

3.6.1 This report has no risk management implications.

4.0 Recommendation

4.1 Members are requested to note the Scrutiny Board's terms of reference.

5.0 Background documents¹

5.1 None

¹ 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.