

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

**Report to Scrutiny Board (City Development)**

**Date: 15 June 2016**

**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 (City Development) 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 (City Development).

## **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 Council has resolved that the terms of reference for Scrutiny Boards mirror the executive functions of the Council's directorates. This provides 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 City Development and the Chief Planning Officer. The terms of reference are shown as Appendix 1 and the relevant executive and non-executive officer delegations as Appendix 2 and 3.
- 2.4 In terms of Executive Members, the Scrutiny Board's role encompasses the areas of responsibility assigned to;

#### **Cllr Blake**

- Internal and Domestic Inward Investment
- Culture

#### **Cllr J Lewis**

- Sport and Active Lifestyles

#### **Cllr R Lewis**

- Asset Management
- Regeneration
- Economic Development
- Highways and Transportation
- Planning Services
- Development of Plan Functions
- Planning Policy and Guidance Functions
- Neighbourhood Planning Functions
- Conservation Area Functions

#### **Councillor D Coupar**

- Library and information service
- Asset Management so far as it relates to the use of land and buildings for the provision of front line services
- Functions relating to the Council's register of Assets of Community Value

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**

#### **Consultation and Engagement**

- 3.1 These terms of reference were formally considered and approved by Council on 19 May 2016.

#### **Equality and Diversity / Cohesion and Integration.**

- 3.2 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.

#### **Council Policies and the Best Council Plan**

- 3.3 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.

#### **Resources and Value for Money**

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

#### **Legal Implications, Access to Information and Call In**

- 3.5 This report has no specific legal implications.

#### **Risk Management**

- 3.6 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 documents<sup>1</sup>**

- 5.1 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.