

Report of Scrutiny Officer

Report to Tenant Scrutiny Board

Date: 14 June 2017

Subject: Tenant Scrutiny Board's Terms of Reference and Procedural Rules Update

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 It is prudent for the Board to ensure on a regular basis that their Terms of Reference and Procedural Rules are fit for purpose.
- 1.2 This has been prompted as at April's meeting, the Chair reported on a number of meetings which have improved the relationship between Tenant Scrutiny Board and other groups.
- 1.3 The Chair reflected at that time the Terms of Reference for the Board would need to be updated to formally record these.
- 1.4 The addition of the following statements are proposed to the terms of reference:-
 6. *That the Chair of Tenant Scrutiny Board attends Scrutiny Board (Environment and Housing) as and when meetings are called. The Chair will attend as a member when that Board discusses housing topics and when other topics are being discussed attend as an observer.*
 7. *That a member of Tenant Scrutiny Board attend VITAL (Voice of Involved Tenants Across Leeds) on an annual basis, to consult with VITAL when developing the Tenant Scrutiny Board's forward plan of scrutiny inquiries for the year. The Board will not be bound to instigate an inquiry based on the suggestions made by VITAL.*
 8. *That members of Tenant Scrutiny Board do not hold a position on any Housing Leeds Citywide group, (unless they are involved prior to this rule being agreed).*

Where a member wishes to join Tenant Scrutiny and holds a position on a Housing Leeds Citywide group, they must tender their resignation.

- 1.5 It is also prudent to, at the same time, ensure that the Procedural Rules are also fit for purpose.

2.0 RECOMMENDATIONS

- 2.1 Members are requested to review the updated terms of reference including the amendments noted above in 1.4 and approve if appropriate or suggest amendments.
- 2.2 Members are request to review the procedural rules and suggest amendments if required.

3.0 BACKGROUND DOCUMENTS ¹

- 3.1 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.