

Referral to Scrutiny

Date: 3 November 2021

Report of: Head of Democratic Services

Report to: Scrutiny Board (Environment, Housing and Communities)

Will the decision be open for call in? Yes No

Does the report contain confidential or exempt information? Yes No

What is this report about?

Including how it contributes to the city's and council's ambitions

- This report presents details of a referral that falls within the remit of the Scrutiny Board (Environment, Housing and Communities).
- The referral has been made by seven councillors (see **Appendix 2**) and, in line with [Scrutiny Board Procedure Rules](#), has subsequently been added to the agenda of the next formally constituted Scrutiny Board meeting.
- The detail of the referral is attached at Appendix 2.
- All referrals are subject to a member-led process of examination and review, in line with the principles set out in the Vision for Scrutiny within [Article 6 of the Council's Constitution](#) and the procedures outlined in sections G&H of the [Scrutiny Board Procedure Rules](#).
- The terms of reference of the Scrutiny Boards also promote a strategic and outward looking Scrutiny function that focuses on city's and council's ambitions.

Recommendations

- a) The Scrutiny Board (Environment, Housing and Communities) is asked to determine what - if any - further scrutiny activity is required in relation to the matter referred.
- b) If further scrutiny is requested by the Board the work programme will be amended accordingly.

Why is the proposal being put forward?

- 1 In accordance with the Council's Scrutiny Board Procedure Rules, any member of a Scrutiny Board may request that the Scrutiny Board of which they are a member considers a matter relevant to that Board's functions. Such requests are generally considered as part of a Scrutiny Board's standard agenda item to review its work programme
- 2 Any referrals that arise from outside of the relevant Scrutiny Board membership are to be dealt with in accordance with sections G and H of the [Scrutiny Board Procedure Rules](#). This request at **Appendix 2** is being progressed as a formal referral.
- 3 An invitation to today's meeting has been extended to two of the referral signatories - Cllrs Richards and Wadsworth - to make representations as to why it would be appropriate for the Board to exercise its functions in relation to the matter. The Scrutiny Board Chair will decide how much time will be given to the referrer to address the Scrutiny Board.
- 4 The Scrutiny Board shall consider whether to exercise its power to review or scrutinise the matter referred and may have regard to:-
 - Any relevant information provided by or representations made by the Referrer as to why it would be appropriate for the Scrutiny Board to exercise any of its powers in relation to the matter;
 - The principles set out within the 'Vision for Leeds at Scrutiny' document as part of [Article 6 of the Council's Constitution](#).
- 5 A verbal response will be provided by officers to inform the discussions of the Board.
- 6 The Scrutiny Board may wish to consider:
 - If further information is required before considering whether further scrutiny should be undertaken.
 - If the matter links in with the scope of any current / planned scrutiny inquiries.
 - If a similar or related issue is already being examined by Scrutiny or has been considered by Scrutiny recently.
 - If the matter raised is of sufficient significance and has the potential for scrutiny to produce realistic recommendations that could be implemented and lead to tangible improvements.
 - The impact on the Board's current workload.
 - The time available to undertake further scrutiny.
 - The level of resources required to carry out further scrutiny.

What impact will this proposal have?

Wards affected:

Have ward members been consulted?

Yes

No

- 7 The member-led examination of the referral will determine whether further scrutiny is required in relation to the matters outlined.

What consultation and engagement has taken place?

- 8 The Vision for Scrutiny states that the relevant scrutiny board should seek the advice of the Scrutiny Officer, relevant Director(s) and Executive Board member(s) about available resources before agreeing to items of work.
- 9 An invitation has therefore been extended to the relevant Director and Executive Board Member to contribute to the Board's initial discussion about the referral.

What are the resource implications?

- 10 Should there be a request for further scrutiny the Board is advised to consider any potential impact on its current work programme, including the level of resources required to support additional work items.

What are the legal implications?

- 11 This report has no specific legal implications.

What are the key risks and how are they being managed?

- 12 This report has no specific risk management implications.
- 13 However, in reaching its conclusions the Board is asked to take into account any specific risks identified during the review of the referral.

Does this proposal support the council's three Key Pillars?

Inclusive Growth Health and Wellbeing Climate Emergency

- 14 Issues associated with all three pillars will be discussed as is appropriate within the context of the Board's deliberations.

Options, timescales and measuring success

a) What other options were considered?

- 15 In line with the requirements of the Scrutiny Board Procedure Rules, members of the Board are asked only to determine whether further scrutiny is required in relation to the issues outlined in the referral.

b) How will success be measured?

- 16 Officers will support the member-led examination of the referral in line with procedural guidance to help ensure a successful conclusion of the process.

c) What is the timetable for implementation?

- 17 Should there be requests for further scrutiny the Board's work programme will be amended accordingly.

Appendices

18 Appendix 1: Extract of the Scrutiny Board Procedure Rules Section G&H

19 Appendix 2: Referral letter

Background papers

20 None