

TERMS OF REFERENCE FOR THE POLICY AND SCRUTINY COMMITTEE FOR REGENERATION, PLANNING, HOUSING AND THE ENVIRONMENT AS AGREED BY ANNUAL COUNCIL ON 17 MAY 2017

Scope:

To be responsible for the Policy and Scrutiny functions in respect of the remit of the Cabinet Member for Regeneration and Business; Cabinet Member for Planning and Housing; Cabinet Member for Infrastructure and Transport and Cabinet Member for the Environment and Heritage.

Policy Development & Review:

1. To assist the Cabinet in the development of future policy for the council to enable the outcomes set out in the corporate plan to be delivered.
2. To assist the Cabinet in the development and implementation of the key activities set out in the Corporate Plan in related to the delivery of regeneration, planning, housing and the environment.
3. To identify and recommend to Cabinet existing policies to be reviewed or new policies to be developed in order to ensure continued and improved, effective and efficient service delivery.
4. To undertake such policy reviews, or the development of new policies, in agreement with the Cabinet, to ensure continued effective service delivery.
5. To assist the Cabinet in the development of the Council's budget and policy framework by in depth analysis of policy issues.
6. To engage with relevant partners and stakeholders on the development and review of policies required in connection with the delivery of the key activities in the corporate plan related to regeneration, planning, housing and the environment.
7. To consider mechanisms to encourage and enhance community participation in the development of policy options and service delivery.
8. To have a view on budget and performance management specifically related to regeneration, planning, housing and the environment.
9. To monitor progress with relevant action plans.
10. To enable the relevant cabinet member to report on key issues and items on the forward plan.

Scrutiny:

11. To review and scrutinise the decisions made by and performance of the Cabinet and council officers in relation to the delivery of the outcomes, activities and performance areas described in the corporate plan.
12. To review and scrutinise the performance of the Cabinet in relation to its policy objectives, key activities and performance targets as set out in its corporate plan.
13. To question members of the Cabinet and chief officers, about their decisions and performance, in comparison with service plans and targets, or in relation to particular decisions, initiatives or projects.
14. To make recommendations to the Cabinet and/or Council arising from the outcome of the scrutiny process;
15. To review and scrutinise the performance of other public bodies and invite them to report to or address the committee.
16. To question (with consent) and/or invite local people and organisations to provide evidence to the committee in support of its scrutiny activities.

Membership:

- The Committee shall comprise 7 members of the council appointed on a politically proportionate basis.
- No cabinet member will be a member of the Committee.
- The chairman of the Committee shall be appointed by the Full Council.
- The quorum for the Committee will be four elected members.

Other:

Meetings – Will be scheduled quarterly and no other meetings arranged unless with the approval of the Leader, relevant Cabinet member and the Chairman of the Scrutiny Committee.

Task & Finish Groups – no more than one shall be permitted at any time without the approval of the Leader, relevant Cabinet member and Chief Executive