

Maidstone Borough Council
Scrutiny Coordinating Committee

Thursday 10 July 2014

Terms of Reference – Review

Report of: Christian Scade

1. Introduction

- 1.1 Following feedback from officers and Members, as part of the planning for the June/July round of OSC meetings / future work programme workshops, the Scrutiny Coordinating Committee are asked to review the terms of reference for the Council's Overview and Scrutiny Committees.

2. Recommendation

- 2.1 That the Committee consider the proposed revisions to Article 6 of the Council's Constitution set out in **Appendix A**.
- 2.2 That the proposed revisions be put forward as a recommendation to full Council for approval and inclusion as part of the Council's Constitution.

3. Background to Recommendations

- 3.1 Terms of reference describe the purpose and structure of a committee.
- 3.2 Following feedback from officers and Members, as part of the planning for the June/July round of OSC meetings / future work programme workshops, the Scrutiny Coordinating Committee are asked to review the terms of reference for the Council's Overview and Scrutiny Committees.
- 3.3 The proposed revisions have been put forward in view of recent changes including portfolio changes in relation to housing responsibilities and various restructures across the organisation.
- 3.4 An officer structure chart is attached at **Appendix B** for information (correct as of April 2014).

4. Relevant Documents

- 4.1 Appendix A – Article 6 – Overview and Scrutiny Committees (Proposed Revisions)
- 4.2 Appendix B – MBC Organisation Structure

5. Background Documents

5.1 None