

Maidstone Borough Council

Community, Environment and Housing Overview and Scrutiny Committee

Tuesday 12 August 2014

Terms of Reference – Review

Report of: Tessa Mallett, Overview and Scrutiny Officer

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 were asked to review the terms of reference for the Council's Overview and Scrutiny Committees.
- 1.2 The proposed revisions, set out in **Appendix A**, were put forward as a recommendation to full Council for approval and inclusion as part of the Council's Constitution at their meeting of 23 July 2014.
- 1.3 At their meeting of 23 July 2014, Full Council approved the proposed revisions to Article 6 of the Council's Constitution, as set out in Appendix A.
- 1.4 Full Council also approved the Community, Leisure Services and Environment Overview and Scrutiny Committee be renamed the Community, Environment and Housing Overview and Scrutiny Committee.

2. Recommendation

- 2.1 That the Committee note the revisions to Article 6 of the Council's Constitution set out in **Appendix A**.
- 2.2 That Committee note the changes to the Community, Leisure Services and Environment Overview and Scrutiny Committee Terms of Reference and the change of name of the committee to Community, Environment and Housing Overview and Scrutiny Committee.

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 were

asked to review the terms of reference for the Council's Overview and Scrutiny Committees.

- 3.3 The proposed revisions were put forward as a result of recent changes, including portfolio changes, in relation to housing responsibilities and various restructures across the organisation.
- 3.4 At their meeting of 10 July 2014 the Scrutiny Coordinating Committee resolved that, subject to the inclusion of the Local Plan in relation to Planning Transport and Development OSC and review by the Monitoring Officer, the Committee recommended the revisions to Article 6 of the Council's Constitution, as set out in **Appendix A** be agreed by full Council.
- 3.5 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