



# Borough of Telford and Wrekin

## Boundary Review Committee

Thursday 20 July 2023

### Terms of Reference 2023/2024

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<b>Cabinet Member:</b>	Cllr Nathan England - Cabinet Member: Finance, Customer Services and Governance
<b>Lead Director:</b>	Anthea Lowe - Director: Policy & Governance
<b>Service Area:</b>	Policy & Governance
<b>Report Author:</b>	Sam Yarnall - Democracy Officer (Scrutiny)
<b>Officer Contact Details:</b>	<b>Tel:</b> 01952 382193 <b>Email:</b> sam.yarnall@telford.gov.uk
<b>Wards Affected:</b>	All Wards
<b>Key Decision:</b>	Not Key Decision
<b>Forward Plan:</b>	Not Applicable
<b>Report considered by:</b>	SMT – 6 June 2023 Boundary Review Committee – 20 July 2023

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#### 1.0 Recommendations for decision/noting:

It is recommended that the Boundary Review Committee:-

- 1.1 Review and reconfirm the Terms of Reference set out at Appendix A.

#### 2.0 Purpose of Report

- 2.1 To set out the Terms of References for the Boundary Review Committee as outlined in Appendix A.

#### 3.0 Background

- 3.1 The Constitution requires that Full Council should agree at its Annual Meeting the Terms of Reference for each of its Committees to enable the Council to efficiently conduct its business.

## Terms of Reference 2023/2024

- 3.2 At the Annual Meeting of the Council on 25 May 2023, Full Council delegated authority to each Committee to review its own Terms of Reference.
- 3.3 The Terms of Reference forms part of the Constitution and was approved by Full Council in the context on 3 March 2022.
- 3.4 There is one minor change suggested to the Terms of Reference (shown in red on Appendix A) to provide clarity around the process for appointment of a Chair for the Committee. It notes that the Chair is appointed by Full Council (in line with the Constitution) but sets out that a Vice-Chair may be appointed by a majority decision of the Committee.

### **4.0 Summary of main proposals**

- 4.1 For the Boundary Review Committee to review its Terms of Reference attached at Appendix A to clarify the procedure for election of a Chair and Vice-Chair of the Committee.

### **5.0 Alternative Options**

- 5.1 There are no alternative options arising from this report.

### **6.0 Key Risks**

- 6.1 There are no key risks arising from this report.

### **7.0 Council Priorities**

- 7.1 A community-focussed, innovative council providing efficient, effective and quality services.

### **8.0 Financial Implications**

- 8.1 There are no financial implications arising from this report. Support for the committee are managed from within existing resources.

### **9.0 Legal and HR Implications**

- 9.1 The Constitution requires that the Terms of Reference be reviewed on an annual basis. The Council is required to comply with the Constitution. This report demonstrates compliance with this requirement.

### **10.0 Ward Implications**

- 10.1 There are no ward implications arising from this report.

### **11.0 Health, Social and Economic Implications**

- 11.1 There are no health, social and economic implications arising from this report.

**12.0 Equality and Diversity Implications**

12.1 There are no equality and diversity implications arising from this report.

**13.0 Climate Change and Environmental Implications**

13.1 There are no climate change and environmental implications arising from this report.

**14.0 Background Papers**

1 Council Constitution.

**15.0 Appendices**

A Terms of Reference 2023/2024

**16.0 Report Sign Off**

<b>Signed off by</b>	<b>Date sent</b>	<b>Date signed off</b>	<b>Initials</b>
Legal Services	10/03/2023	22/05/2023	KF
Finance	12/07/2023	12/07/2023	AEM