



Borough of Telford and Wrekin

Business and Finance Scrutiny Committee

Wednesday 27 November 2024

Terms of Reference 2024 / 2025

Cabinet Member:	Cllr Zona Hannington - Cabinet Member: Finance, Governance & Customer Services.
Lead Director:	Anthea Lowe - Director: Policy & Governance
Service Area:	Policy & Governance
Report Author:	Paige Starkey – Senior Democracy Officer (Scrutiny)
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Wards Affected:	All Wards
Key Decision:	Not Key Decision
Forward Plan:	Not Applicable
Report considered by:	Business and Finance Scrutiny Committee – 27 November 2024

1.0 Recommendations for decision/noting:

It is recommended that the Business and Finance Scrutiny Committee:-

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

2.0 Purpose of Report

- 2.1 To set out the Terms of Reference for the Business and Finance Scrutiny Committee outlined at 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.

3.2 At the Annual Meeting of the Council on 23 May 2024, Full Council delegated authority to each Committee to review its own Terms of Reference.

3.3 The Terms of Reference forms part of the Consitution and approved by Full Council in that context on 3 March 2022.

4.0 Summary of main proposals

4.1 For the Committee to review its Terms of Reference.

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-focused, innovative council providing efficient, effective and quality services.

8.0 Financial Implications

8.1 There are no Financial Implications arising from this report.

9.0 Legal and HR Implications

9.1 The Constitution requires that Terms of Reference should be reviewed on an annual basis. The terms of reference should provide clarity on the election of the chair and Vice-Chair and once confirmed, the Monitoring Officer will update the Constitution. There are no direct legal implications arising from this report.

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

Terms of Reference 2024/2025

13.1 There are no Climate Change or Environmental implications arising from this report.

14.0 Background Papers

1 Council Constitution

15.0 Appendices

A Business and Finance Scrutiny Committee – Terms of Reference

16.0 Report Sign Off

Signed off by	Date sent	Date signed off	Initials
Legal Services	02/08/2024	06/08/2024	SH
Finance	02/08/2024	28/08/2024	AEM