

**TELFORD & WREKIN COUNCIL****BUSINESS & FINANCE SCRUTINY COMMITTEE – 8 September 2021****REVIEW OF TERMS OF REFERENCE****REPORT OF ANTHEA LOWE – ASSOCIATE DIRECTOR: POLICY & GOVERNANCE****PART A) – SUMMARY REPORT****1. SUMMARY OF MAIN PROPOSALS**

For the Business & Finance Scrutiny Committee to review its Terms of Reference attached at Appendix 1.

**2. RECOMMENDATION**

**2.1 That the Committee review and agree the amended Terms of Reference set out at Appendix 1.**

**3. SUMMARY IMPACT ASSESSMENT**

<b>COMMUNITY IMPACT</b>	Do these proposals contribute to specific Priority Plan objective(s)?	
	Yes	The Committee is part of the Council's decision making framework and therefore contributes to all of the Council's priorities.
	Will the proposals impact on specific groups of people?	
	No	
<b>TARGET COMPLETION/DELIVERY DATE</b>	If the Committee recommends any changes to the Terms of Reference; they will proceed to Council Constitution Committee and then, if approved, onto full Council at the earliest opportunity.	
<b>FINANCIAL/VALUE FOR MONEY IMPACT</b>	Yes	Scrutiny has a role in ensuring that local government is effective and accountable. This includes undertaking reviews and challenging and monitoring performance. Support for the committee and the work programme are managed within existing resources. The financial implications of any recommendations made by Scrutiny should be considered as part of the specific reports making those recommendations.  TAS 21/7/21
<b>LEGAL ISSUES</b>	Yes	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. (05.08.21 IR)
<b>OTHER IMPACTS, RISKS &amp; OPPORTUNITIES</b>	Yes	There are no other specific impacts arising from this report.
<b>IMPACT ON SPECIFIC WARDS</b>	Yes	Borough-wide impact

## **PART B) – ADDITIONAL INFORMATION**

### **4. INFORMATION**

- 4.1 At the Annual Meeting on 29 April 2021, Full Council delegated authority to each Committee to review its own Terms of Reference.
- 4.2 There is one minor change suggested to the Terms of Reference (shown in red on Appendix 1) simply to provide clarity around the process for appointment of a Chair for the Committee.

### **5. PREVIOUS MINUTES**

- 5.1 Council – 14 July 2016, 21 May 2020, and 29 April 2021.

### **6. BACKGROUND PAPERS**

Constitution – [www.telford.gov.uk/constitution](http://www.telford.gov.uk/constitution)

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