

DECISION-MAKER:	SCRUTINY PANEL		
SUBJECT:	REVIEW TERMS OF REFERENCE		
DATE OF DECISION:	31 ST JULY 2014		
REPORT OF:	ASSISTANT CHIEF EXECUTIVE		
<u>CONTACT DETAILS</u>			
AUTHOR:	Name:	Louise Fagan	Tel: 023 8083 2644
	E-mail:	Louise.fagan@southampton.gov.uk	
Director	Name:	Suki Sitaram	Tel: 023 8083 2060
	E-mail:	Suki.sitaram@southampton.gov.uk	

STATEMENT OF CONFIDENTIALITY
None

BRIEF SUMMARY

On 10th July 2014 the Overview and Scrutiny Management Committee (OSMC) agreed the terms of reference for a scrutiny inquiry on Air Quality in Southampton.

The outline project plan for the inquiry identifies themes for each meeting and potential consultees. This report invites the Panel to note the terms of reference and to amend and approve a final version of the outline inquiry project plan.

RECOMMENDATION:

- (i) That the terms of reference set out in Appendix 1 be noted
- (ii) That the Panel discuss, amend and approve a final version of the attached outline inquiry project plan allowing for sufficient flexibility and the availability of suitable witnesses.

REASON FOR REPORT RECOMMENDATIONS

1. To enable the Scrutiny Panel to commence the evidence gathering process.

ALTERNATIVE OPTIONS CONSIDERED AND REJECTED

2. There are numerous options that could be included within the attached draft terms of reference. The version attached reflects the feedback from both the OSMC and members of the Scrutiny Panel.

DETAIL (Including consultation carried out)

3. The OSMC agreed the outline terms of reference for a scrutiny review on Air Quality in Southampton on 10th July 2014.
4. Panel members are invited to note the terms of reference and to amend and approve a final version of the attached outline inquiry project plan. The approved plan will then provide the structure to the subsequent meetings of this review, allowing for flexibility and the availability of suitable witnesses.

The outline inquiry project plan identifies that the review will be conducted

5. over 6 meetings of the Scrutiny Panel. It is envisaged that each of the inquiry meetings will last for approximately two hours.

RESOURCE IMPLICATIONS

Capital/Revenue

6. Resources to support the scrutiny review will come from existing budgets.

Property/Other

7. N/A.

LEGAL IMPLICATIONS

Statutory power to undertake proposals in the report:

8. The duty to undertake overview and scrutiny is set out in Part 1A Section 9 of the Local Government Act 2000.

Other Legal Implications:

9. None

POLICY FRAMEWORK IMPLICATIONS

10. The outcome of the scrutiny review may contribute to the following priorities within the Council Plan:
- Protecting vulnerable people
 - Prevention and early intervention

KEY DECISION? No

WARDS/COMMUNITIES AFFECTED:	None directly as a result of this report
------------------------------------	--

SUPPORTING DOCUMENTATION

Appendices

1.	Terms of Reference
----	--------------------

Documents In Members' Rooms

1.	None
----	------

Equality Impact Assessment

Do the implications/subject of the report require an Equality Impact Assessment (EIA) to be carried out.	Dependent upon forward plan item
--	----------------------------------

Other Background Documents

Equality Impact Assessment and Other Background documents available for inspection at:

Title of Background Paper(s)	Relevant Paragraph of the Access to Information Procedure Rules / Schedule 12A allowing document to be Exempt/Confidential (if applicable)
------------------------------	--

1.	None	
----	------	--