

REPORT OF HEAD OF LAW & ADMINISTRATION - PROPOSED TERMS OF REFERENCE

PURPOSE OF REPORT

To propose draft terms of reference for the Special Expenses Area Committee, for consideration by the Committee and determination by Council.

RECOMMENDATION

That the attached terms of reference be approved

BACKGROUND TO REPORT

The Council has agreed to constitute the Special Expenses Area Working Party as a committee, and has asked me to draw up terms of reference for your consideration and Council's approval. The terms of reference are drawn up around a principle that the Committee should be able to propose growth items (including any "negative" growth) for both capital and revenue budgets. This would include proposals for applying developer contributions, for any major works to parks, for community centres or indeed for any other significant changes to current service provision. Similarly any changes to the Scale of Fees and Charges for facilities wholly within the Special Expenses Area would be considered by the Committee.

Three further principles have been applied:

- the final decision on budget items or on the scale of charges is retained by full Council (or Cabinet where the current Scheme of Delegation allows);
- if Council (or Cabinet) want to delegate decision-making power on any specific issue to the Committee, they may do so as and when that issue arises;
- any item which affects the Special Expenses Area but also affects other areas should not be considered specifically by this Committee (this could be amended if the Committee so wishes, so that any item which affects other areas but is likely to have a disproportionate or more significant impact on the Special Expenses Area *could* be considered by this Committee).

FINANCIAL IMPLICATIONS

Unable to ascertain at this stage what the cost of supporting the Committee will be and how this will differ from current costs.

Background Papers: None

Contact Officer: Head of Law & Admin - ext 212

Portfolio Holder: N/A

PROPOSED TERMS OF REFERENCE FOR SPECIAL EXPENSES AREA COMMITTEE

1. To consider and make proposals on capital and revenue budget growth items falling exclusively within the Special Expenses Area, including items funded (in full or in part) by third parties
2. To consider and make proposals on the Scale of Fees and Charges insofar as it exclusively relates to the Special Expenses Area
3. To consider and make proposals on the management, maintenance, acquisition or disposal of assets falling exclusively within the Special Expenses Area
4. To deal with any business specifically delegated to the Committee from time to time by Council or Cabinet (including the power to determine items where so delegated)