

ENTERPRISE, EMPLOYMENT & MAJOR PROJECTS CABINET MEMBER MEETING

Agenda Item 2

Brighton & Hove City Council

Subject:	Terms of Reference		
Date of Meeting:	10 June 2008		
Report of:	Director of Strategy & Governance		
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Key Decision:	No		
Wards Affected:	All		

FOR GENERAL RELEASE

1. SUMMARY AND POLICY CONTEXT:

1.1 This report is to inform the Enterprise, Employment & Major Projects Cabinet Member Meeting of the delegations to the Cabinet Member for Enterprise, Employment & Major Projects. An appendix sets out the Terms of Reference for the Culture, Enterprise and Tourism Overview and Scrutiny Committee (CETOSC).

2. RECOMMENDATIONS:

(1) To note the Terms of Reference for the Cabinet Member for Enterprise, Employment & Major Projects.

(2) To note the appendix which sets out the Terms of Reference for the Culture, Enterprise and Tourism Overview and Scrutiny Committee (CETOSC).

H. Cabinet Member for Enterprise, Employment & Major Projects

Explanatory Note

The Cabinet Member for Enterprise, Employment & Major Projects will be responsible for promoting economic growth and enterprise in the city. The role includes political leadership of the Council's major infrastructure projects, to receive reports on and manage the progress of major projects and advise the Leader, the Cabinet and relevant Director/s as appropriate.

Delegated Functions

To exercise the functions of the Council in relation to:

1. Economic Regeneration

- (a) The Council's functions and partnerships regarding the promotion of economic growth and the establishment and development of business.
- (b) Promoting and developing the economic fundamentals of the City (on occasions with other Cabinet Members) in areas such as adult skills, productivity, development sites etc.

2. Major Projects

- (a) To oversee the progress of major projects undertaken by the Council, and advise the Leader or the Cabinet as appropriate;
- (b) To review major projects and any project Boards having regard to capacity to deliver, corporate priorities and resources, and advise the Leader or the Cabinet as appropriate.

Appendix for noting only

Terms of Reference - Culture, Enterprise and Tourism Overview and Scrutiny Committee (CETOSC)

Following the adoption of the new Constitution on 15 May 2008, the Council has appointed an Overview and Scrutiny Commission and five further Overview and Scrutiny committees. The terms of reference for the Culture, Enterprise and Tourism Overview and Scrutiny Committee are as follows:

To perform the Overview and Scrutiny function in relation to all matters, Executive decisions and service provision connecting to the Enterprise and Employment and in particular:-

- Major Projects
- Economic Regeneration
- Culture, Arts and Heritage
- Tourism and Marketing
- Libraries and Museums
- Events
- Leisure, Sports and Recreation.

Specific responsibilities of Overview and Scrutiny Committees

All Overview and Scrutiny Committees have their responsibilities set out in Part 6 of the Constitution. They will have the following duties:

- To be aware of the forward plan and other anticipated decisions of the Cabinet/Cabinet Committees and council services;
- To develop focused programmes of work and identify the most appropriate means of progressing such work;
- To scrutinise and make recommendations to the Cabinet/Cabinet Committees/Cabinet Member and any relevant Council Committees in relation to issues arising from its work programme;
- To monitor the decisions taken by or on behalf of the Cabinet and the activities of service areas;

- To receive requests from Councillors and suggestions from officers of the council and co-optees for particular areas to be scrutinised;
- To propose to the Overview and Scrutiny Commission any Select Committee reviews (see para 3.3 below) including the terms of reference and membership of the Select Committee with a proposed scrutiny brief and resource requirement;
- To establish ad-hoc review Panels as necessary (see para 3.8 below);
- To exercise the right to 'call-in' and review decisions taken by or on behalf of the Executive (see para 3.10 and Appendix 1 below);
- To have an overview of the practice and policy of the relevant service areas;
- To identify areas of service practice and implementation of a policy that cause concern to members of the public and councillors and identify what action should be taken;
- To receive internal and external inspection reports on the services and challenge the action plans drawn up in response to problems that have been identified; monitor progress in implementing the action plans;