Late item

8th December 2022

Glasgow City Council

Report by Cllr Greg Hepburn, Business Manager and Convener for Open Government

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COMMITTEE TERMS OF REFERENCE

Purpose of Report:

To submit for approval the updated Committee Terms of Reference.

Recommendations:

It is recommended that the Council approves the updated Committee Terms of Reference and minor amendments to position titles as submitted.

Ward No(s): Citywide: ✓

Local member(s) advised: Yes ☐ No ☐ consulted: Yes ☐ No ☐

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1 Background

1.1 At the meeting on 19 May 2022 following the local government elections, Council approved the Terms of Reference to allow committees to be activated immediately.

1.2 Council noted that the Terms of Reference would be reviewed later in the year following work between City Conveners and officers agreeing remits, titles and work plans to ensure alignment with the new Council Strategic Plan and the Performance Framework for 2022-27.

1.3 Council unanimously approved the Council Strategic Plan for 2022-27 at its meeting on 27 October 2022.

2 Changes to Committee Terms of Reference

2.1 Changes to the Terms of Reference of Committees have been made to take account of the review and the Council Strategic Plan for 2022-27. The amended document is attached as appendix 1 to this report.

2.2 Key changes to the Terms of Reference of Committees at Appendix 1 to this report are set out in the table below:

Section	*Amendment*	*Reason*
General Terms of Reference for all City Policy Committees and General Terms of Reference for all Scrutiny Committees	*Added text:* Members include a Chair and Vice-Chair appointed by Council.	To provide distinction between role of chair of CP committees and administration Conveners of portfolios
	Amended text: Change “Brexit and the City Region Economic Strategy” to “cross-cutting issues”	To reflect committees’ requirements to consider a wide range of cross-cutting issues.
Economy, Housing, Transport and Regeneration City Policy Committee	*Updated title from*: Neighbourhoods, Housing and Public Realm City Policy Committee.	To reflect updated remit and new Council Strategic Plan 2022-27
	Added/amended text to remit: • Glasgow Green Deal;	To reflect updated remit and new Council Strategic Plan 2022-27

	• planning and strategic and local housing policy; • transport strategy and strategic transport policy; • regeneration; • property and property repurposing; • land use; • built heritage; • city centre recovery and regeneration *Added role:* • To act as a sounding board for the Council's input to the Glasgow City Integration Joint Board in relation to its housing and homelessness services functions.	
Environment and Liveable Neighbourhoods City Policy Committee	*Updated title from*: Environment, Sustainability and Carbon Reduction City Policy Committee	To reflect updated remit and new Council Strategic Plan 2022-27
	Added/amended text to remit: • liveable neighbourhoods and public realm • transport infrastructure • Food plan • parks maintenance, development, regeneration and events; • Community safety including Safe Glasgow and Glasgow Violence against Women Partnership;	To reflect updated remit and new Council Strategic Plan 2022-27

	• estates energy management; • Property and Land Strategy • People Make Glasgow Communities; • Local environmental and neighbourhood infrastructure improvement funds	
	Also added to remit: Any other issues not within the Terms of Reference of another Policy Development Committee	Change from WECCE
Net Zero and Climate Progress Monitoring City Policy Committee	*Added/amended text to remit:* • Climate Plan and associated plans • Climate Adaptation Plan • Air Quality and Low Emission Zone • Local Biodiversity Action Plan and Glasgow Tree Plan • Local Heat and Energy Efficiency Strategy • Flood Risk Management • Cross-Council Sustainability and Climate Action *Added role:* To receive reporting from the activities of the Council's Just Transition Working Group.	To reflect updated remit and new Council Strategic Plan 2022-27.

Wellbeing, Equalities, Communities, Culture and Engagement City Policy Committee	*Updated title from:* Wellbeing, Empowerment, Community, Citizen Engagement and General Purposes City Policy Committee.	To reflect updated remit and new Council Strategic Plan 2022-27.
	Added/amended text to remit: • cost of living and financial inclusion; • population health; • equalities; • open government.	To reflect updated remit and new Council Strategic Plan 2022-27.
	Amended text: To act as a sounding board for the Council's input to the Glasgow City Integration Joint Board in relation to policy areas including health and social care.	
Contracts and Property Committee	*Inclusion of "the award of contracts for supplies, services and works"*	Clarity on what contracts are coming to committee.

3 Updated Positions

3.1 The updated Terms of Reference require some titles of positions as related to the Scheme of Members' Allowances to be renamed as laid out in paragraph 2.2 below.

3.2

Current Title	**Updated Title**
Convenor of Contracts and Property Committee	Chair of Contracts and Property Committee
Convenor of Neighbourhoods, Housing and Public Realm City Policy Committee	Chair of Economy, Housing, Transport and Regeneration City Policy Committee
Convenor of Wellbeing, Empowerment, Community and	Chair of Wellbeing, Equalities, Communities, Culture and

Citizen Engagement and General Purposes City Policy Committee	Engagement City Policy Committee
Convenor of Environment and Sustainability and Carbon Reduction City Policy Committee	Chair of Environment and Liveable Neighbourhoods City Policy Committee
Convenor of Education, Skills and Early Years City Policy Committee	Chair of Education, Skills and Early Years City Policy Committee
Convenor of Net Zero and Climate Progress Monitoring City Policy Committee	Chair of Net Zero and Climate Progress Monitoring City Policy Committee
Convenor of Finance and Audit Scrutiny Committee	Chair of Finance and Audit Scrutiny Committee
Convenor of Operational Performance and Delivery Scrutiny Committee	Chair of Operational Performance and Delivery Scrutiny Committee
Convenor of Licensing and Regulatory Committee	Chair of Licensing and Regulatory Committee
Convenor of Planning Applications Committee	Chair of Planning Applications Committee

2 Policy and Resource Implications

Resource Implications:

Financial: n/a

Legal: n/a

Personnel: n/a

Procurement: n/a

Council Strategic Plan: Grand Challenge 4 - Enable staff to deliver essential services in a sustainable, innovative and efficient way for our communities.
Mission 2 - Run an open, well governed council in partnership with all our communities
the proposal supports.
Mission 3 - Enable staff to deliver a sustainable and innovative council structure that delivers value for money

Equality and Socio-Economic Impacts:

Does the proposal support the Council's Equality Outcomes n/a

2021-25? Please specify.	
What are the potential equality impacts as a result of this report?	no significant impact
Please highlight if the policy/proposal will help address socio-economic disadvantage.	n/a

Climate Impacts:

Does the proposal support any Climate Plan actions? Please specify:	n/a
What are the potential climate impacts as a result of this proposal?	n/a
Will the proposal contribute to Glasgow's net zero carbon target?	n/a

Privacy and Data Protection Impacts:	No impact
Are there any potential data protection impacts as a result of this report Y/N	

3 Recommendations

It is recommended that the Council approves the updated Committee Terms of Reference and minor amendments to position titles as submitted.