

Agenda Item 7

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Date	5 th July 2016

Subject	Tourist Information Panel: Terms of Reference
<p>RECOMMENDATIONS</p> <p>The Committee is asked to:-</p> <ol style="list-style-type: none"> 1. Approve the terms of reference for the Tourist Information Panel. 2. Confirm the Membership of the Tourist Information Panel. 	

<p>SUMMARY</p> <p>At the Scrutiny Committee meeting held on 8th March 2016 it was agreed that it wished to set up a Scrutiny Panel to look at ways of improving information about tourist information in Mole Valley.</p> <p>This report sets out the terms of reference for the Panel and asks the Committee to approve these and appoint the Panel membership.</p>
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TOURIST INFORMATION PANEL: TERMS OF REFERENCE

1.1 The proposed terms of reference for the Tourist Information Panel are attached at Annexe A

MEMBERSHIP OF TOURIST INFORMATION SCRUTINY PANEL

1.2 The Scrutiny Committee is asked to agree a politically balanced membership for the Tourist Information Scrutiny Panel of five Members of the Council. This equates to a Panel comprising 3 Conservatives, 1 Liberal Democrat and 1 Independent.

1.3 In agreeing to set up the Panel, the Scrutiny Committee indicated it would be preferable to include Members from both the North and South of the District to ensure fair representation

1.4 The Scrutiny Committee is asked to agree the appointment of the Members of the Panel (to be tabled at the meeting)

CORPORATE IMPLICATIONS

Legal Implications - None arising from this report.

Financial and Risk Implications - None arising from this report

Equalities Implications - None arising from this report

Employment Issues - None arising from this report

Sustainability Issues - None arising from this report

BACKGROUND PAPERS - None.

Annexe A

TERMS OF REFERENCE

Name of Panel	Tourist Information Panel
Members	<ul style="list-style-type: none">• TBC
Corporate Head(s) of Service	Jack Straw
Scrutiny Support Officer	Simon Trevaskis
Panel scope	<p>To investigate the options for improving the availability of tourist information in Mole Valley.</p> <p>The investigation will establish:</p> <ul style="list-style-type: none">• Whether there is a demand for tourist information services in Mole Valley over and above what is currently provided.• How any improvements would be funded, including any possible financial cost to the Council.• Whether it would be possible to use volunteers to provide tourist information and what would be required from Mole Valley District Council in order to support them.• Whether from experience there are any lessons to be learned about providing tourist information elsewhere in Surrey and the South East. <p>The Panel shall report back to the Scrutiny Committee with a summary of its findings once its work is complete.</p>
Timescales	It is expected that the Scrutiny Panel will complete its work in time to report back to a Scrutiny Committee meeting before the end of 2016 and 2 – 3 meetings will be needed to complete its work.