
**EXCERPT FROM THE MINUTES OF THE
COMMUNITY OVERVIEW AND SCRUTINY COMMITTEE
HELD ON 28 AUGUST 2003**

**COS.89/03 SUBJECT REVIEW/INQUIRY – POST FOOT AND MOUTH
DISEASE, ENVIRONMENTAL AND HEALTH MATTERS –
TERMS OF REFERENCE**

The Overview and Scrutiny Manager submitted Report OS.07/03 outlining draft Terms of Reference and associated matters for the post Food and Mouth Disease Environmental and Health Matters Review/Inquiry.

Mr Mallinson reported on the scope of the Review, stating that it was important that the Committee adheres to the topic as defined i.e. only post Foot and Mouth Disease and only the two aspects of environmental and health matters.

It was proposed that the County Foot and Mouth Disease Inquiry, a comprehensive and independent Inquiry, would be a suitable starting point as it included work on these two areas of concern. The proposed Terms of Reference of the Review/Inquiry could be :

- (a) To review the County Foot and Mouth Disease Inquiry findings on environmental and health impacts.
- (b) To seek evidence to update the position on both aspects.
- (c) To establish what action has been taken in respect of that Inquiry's findings by relevant agencies on these matters.
- (d) To make any recommendations consequent upon the evidence received.

Mr Mallinson then outlined a list of potential witnesses and added that this list would be reviewed by the Committee as the Review/Inquiry progressed, as evidence may well suggest additional witnesses. He suggested that a Select Committee style would be appropriate and should be held as special meetings with no other business when taking evidence.

The provisional timetable was outlined which would include special meetings in October and November, and consideration of a draft report in January or February 2004.

Members suggested that in order to work effectively in a Select Committee style they should meet together before the meeting to agree on a structured list of questions to ask witnesses.

A Member proposed that the NFU be invited as a potential witness. After discussion the Overview and Scrutiny Manager advised that he was happy to contact them, but would rather be certain that they had done some work in this area themselves, as they would then have something concrete to offer to the Inquiry. He advised that he would contact the NFU to establish if they had undertaken any work on either of the areas of environmental or health matters. There was also discussion on other witnesses who may be invited and a recognition that as the Review progressed the list of witnesses may be subject to change and addition.

The Chairman proposed that a Select Committee style be adopted and that Members ensure that they are available for the whole day until at least 3.30 pm on the days the special meetings are held. Lunch would be provided at these special meetings. She also suggested that a pre-meeting be scheduled in at 9.30 on each of the days with the proper start of the meeting at 10.30 am. This would allow Members to formulate and finalise questions for witnesses.

RESOLVED – (1) That the Terms of Reference, initial List of Witnesses, Ways of Working and Provisional Timetable as set out in OS.07/03 be approved.

(2) That the Overview and Scrutiny Manager approach the NFU to discuss any work they have done in relation to the specific areas which are the subject of the Review/Inquiry.

(3) That a Select Committee style be adopted when receiving evidence from various witnesses, and that Special Meetings of the Committee be held in October and November with the pre meeting at 9.30 am, a start time for the meeting at 10.30 am, a lunch would be provided and a finishing time of no later than 3.30 pm.

(4) That Members pass any questions to the Overview and Scrutiny Manager in advance of the meeting in order that these could be discussed at a pre-meeting.