

SCRUTINY COMMITTEE
9 JULY 2019

SCRUTINY COMMITTEE PROTOCOL

1. Summary

1.1 This report presents the Scrutiny Committee's Protocol, which sets out the procedures that the Committee should follow to operate effectively.

2. RECOMMENDATION

2.1 That the Protocol for the Scrutiny Committee (attached at Appendix A to this report), be noted.

3. Background and Discussion

3.1. The General Assembly of the Council, at its Annual Meeting on 22 May 2019 agreed the general Terms of Reference for all Committees, including the Scrutiny Committee.

3.2. The detailed procedures that the Scrutiny Committee must follow, to work effectively, are set out in the Committee's Protocol (attached as Appendix A to this report), for Members' information.

4. Relationship to the Corporate Plan

The scrutiny process increases local democratic accountability and visibility of key local public services and partners.

5. Financial, legal, staffing and other administrative implications and risk assessments

Financial Implications	None
Legal Implications	None
Staffing Implications	None
Administrative Implications	None
Risk Assessment	No uncertainties and/or constraints

6. Details of Exempt Information Category

Not applicable

7. Appendices

Appendix A: Scrutiny Committee Protocol (June 2019)

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BACKGROUND PAPERS

<u>Documents consulted</u>	<u>Date / File Ref</u>	<u>Report Author</u>	<u>Section and Directorate</u>	<u>Exempt Information Category</u>
	1 July 2019	David Hook (01322) 343276	Democratic Services / Strategic Director (Internal Services)	N/A