

Committee(s): Health and Social Care Scrutiny Committee – For decision	Date(s): 14 September 2022
Subject: Annual Review of the Committee's Terms of Reference	Public
Report of: Town Clerk & Chief Executive	For Discussion
Report author: Ben Dunleavy Governance Officer	

Summary

As part of the implementation of the 2021 Governance Review, it was agreed that the cycle and process of annually reviewing the Terms of Reference of all Committees/Boards should be revised, to provide additional time for Committees to consider and discuss changes before they are submitted to the Policy and Resources Committee. Therefore, this report is initially being brought before the Committee at its September meeting to allow time for proposed changes to be considered and developed at subsequent meetings.

This will enable any proposed changes to be considered at the Policy and Resources Committee in good time ahead of the annual appointment of Committees by the Court of Common Council in April.

Recommendation(s)

Members are asked to:

- review the existing terms of reference as outlined in Appendix 1 and consider any changes;
- consider the frequency of their meetings going forward, which is currently 3 times per year.

Appendices

- Appendix 1 – Terms of Reference of the Health and Social Care Scrutiny Committee (Order of the Court – April 2022)

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