



SCRUTINY AND AUDIT COMMITTEE – 16 MAY, 2013

CHANGE TO THE SCRUTINY AND AUDIT COMMITTEE MEETING SCHEDULE

1 Recommendations

1.1 It is recommended that the Committee:

- (1) agrees to schedule an extra meeting in the 2013/14 meeting cycle, in order to ensure that monitoring obligations can be adequately fulfilled, and**
- (2) agrees that the extra meeting should be scheduled to take place on 4 July, 2013.**

2 Background

- 2.1 In the Council and Committee meeting timetable for 2013/2014, the Scrutiny and Audit Committee is scheduled to meet on 16 May, 2013. The Committee is not scheduled to meet again until after the vacation period on 18 September, 2013.
- 2.2 The current schedule would result in an 18-week gap between Scrutiny and Audit Committee meetings which would make it difficult for the Committee to adequately fulfil its monitoring obligations.
- 2.3 It is considered that scheduling an extra meeting on 4 July, 2013, would reduce the gap between meetings from 18 weeks to 11 weeks and allow the Committee to carry out its monitoring obligations more robustly.
- 2.4 The Head of Finance and the Monitoring Officer within Corporate Services have been consulted on this report and have no adverse comments to make.

3 Equalities, Staffing and Financial Implications

- 3.1 An equalities impact assessment is not required because the reason for this report is to add an extra meeting of the Committee into the 2013/14 meeting cycle and there will be no differential impact, as a result of this report, on people with protected characteristics.
- 3.2 There are no staffing or financial implications arising as a result of this report.

Director of Corporate Services

Report prepared by:- Victoria McCaskill
Date: 22/04/13