
SCRUTINY HANDBOOK – RECOMMENDATION FROM PERFORMANCE REVIEW AND SCRUTINY COMMITTEE

1.0 INTRODUCTION

- 1.1 The Performance Review and Scrutiny Committee at the meeting held on 25 February 2016, considered a report prepared by the Chief Internal Auditor which provided Members with a draft of a “Performance and Scrutiny Review Handbook” for approval. The Committee approved the Handbook and agreed that it would be submitted to Council for information.

2.0 RECOMMENDATION

- 2.1 Council is asked to consider and note the Performance and Scrutiny Review Handbook which is appended to this report.

3.0 DETAIL

- 3.1 Audit Scotland in their 13/14 Annual report identified that “Scrutiny still needs to demonstrate improvement under the new committee structure”. A handbook was been prepared at the request of the PRS Committee and as part of an Improvement Strategy Action Plan.
- 3.2 The handbook was prepared using the format of existing Scrutiny documents which are available within other Local Authorities and incorporates elements of best practice. The handbook provides a framework to undertaking effective scrutiny and is a starting point for the Committee. It is specifically focused on the Scrutiny role of the PRS Committee. It is seen as a live document and will evolve as scrutiny processes mature.

4.0 CONCLUSION

- 4.1 Council is requested to consider and note the Handbook which has already been approved by the PRS Committee as a reference point to undertaking effective scrutiny.

5.0 IMPLICATIONS

- 5.1 Policy None
- 5.2 Financial None
- 5.3 Legal None

5.4 HR None

5.5 Equalities None

5.6 Risk None

5.7 Customer Service None

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APPENDICES

Appendix 1 – Extract Minute

Appendix 2 - Performance and Scrutiny Review Handbook.