

## CHECKLIST: TO SUBMIT ITEMS TO A SCRUTINY COMMITTEE

**Name of item:**

What is the purpose of bringing the item to the Scrutiny Committee? *(To brief Members is not enough)*

*Please tick the appropriate box*

1. For the Committee to provide comments and/or suggest amendments to a draft Council policy or a proposed change in policy or service delivery to facilitate wider Member debate before it is considered by the Cabinet	
2. For the Committee to consider the main issues and potential scope of a proposed topic for scrutiny review and to consider whether to commission the review	
3. For the Committee to consider an area of Council/significant partnership/contractor/event underperformance by inviting managers, Portfolio Holder(s) and other stakeholders to give evidence, and to consider whether further investigation is required (e.g. through a scrutiny review)	
4. For the Committee to examine an Executive decision (call-in)	
5. For the Committee to consider Task & Finish Group reports and progress reports on adopted T&F Group recommendations	
6. Other (please give details)	