



PETERLEE TOWN COUNCIL

Date of Issue: 22 October 2018

A MEETING OF **THE SCRUTINY & PROGRESS COMMITTEE** WILL BE HELD ON **MONDAY 29TH OCTOBER 2018** IN **THE COUNCIL CHAMBER, SHOTTON HALL, PETERLEE** at **6.30PM**

Mr I Morris M.C.I.H, P.S.L.C.C.

Town Clerk

A G E N D A

Members of the Committee and members of the public are reminded that the public part of the meeting may be recorded in both audio and video, and photographs may be taken.

1. Apologies for Absence

Members are cordially invited to inform the Deputy Town Clerk of their apologies as soon as practicable.

2. To receive declarations of interest

Members are reminded of the need to disclose any interests in items on this agenda, whether pecuniary or otherwise. Please seek advice from the Town Clerk or Deputy Town Clerk prior to the meeting if in doubt.

3. Terms of Reference

To review the Scrutiny & Progress Terms of Reference, previously agreed for the Scrutiny Committee, (attached).

4. The Pavilion

To receive a verbal report from the Pavilion Manager and Town Clerk regarding progress, current issues and future plans for the Pavilion.

Terms of Reference

Scrutiny & Progress Committee

Committee Name:	Scrutiny & Progress Committee
Reports to:	Council
Membership:	14 Members of the Council (quorum = 5)
Chair & Vice Chair:	A Watson, K Hawley
Responsibilities:	Without prejudice to the responsibilities of the service committees, to review the effectiveness of all of the Council's work and the standards and levels of service provided.
Specific delegated authority:	n/a
Delegated Budgets:	none
Meeting Frequency:	Monthly
Public and Press access to meeting:	No
Council Officers advising the Committee:	Town Clerk and Appropriate Manager(s)