



SOUTH  
KESTEVEN  
DISTRICT  
COUNCIL



# Governance and Audit Committee


14 June 2023

Report of Councillor Philip Knowles,  
Cabinet Member for Corporate  
Governance and Licensing

## Cabinet and Overview & Scrutiny Protocol

### Report Author

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### Purpose of Report

To consider making a recommendation to Full Council to formally adopt the proposed Cabinet and Overview & Scrutiny Protocol as part of the Council's Constitution.

### Recommendations

**That the Governance and Audit Committee:**

- 1. Recommends to Full Council to adoption of the Cabinet and Overview & Scrutiny Protocol as part of the Council's Constitution under Part 5 (Codes of Protocols).**

### Decision Information

Does the report contain any exempt or confidential information not for publication?	No
What are the relevant corporate priorities?	High performing Council
Which wards are impacted?	All wards

## 1. Implications

Taking into consideration implications relating to finance and procurement, legal and governance, risk and mitigation, health and safety, diversity and inclusion, safeguarding, staffing, community safety, mental health and wellbeing and the impact on the Council's declaration of a climate change emergency, the following implications have been identified:

### ***Finance and Procurement***

1.1 There are no financial implications arising from this report.

Completed by: Richard Wyles, Chief Finance Officer and Section 151 Officer

### ***Legal and Governance***

1.2 There are no significant legal and governance implications arising from this report that are not already set out in the body of the report or appendix.

Completed by: Graham Watts, Assistant Director of Governance and Monitoring Officer

## 2. Background to the Report

2.1 The Centre for Governance and Scrutiny conducted a review of the Council's overview and scrutiny function, further to which an action plan based upon recommendations from the review was developed. The Governance and Audit Committee endorsed the action plan at its meeting on 28 September 2022.

2.2 One of the recommendations from the Centre for Governance and Scrutiny was the development and publication of a Cabinet and Overview & Scrutiny Protocol, setting out the relationship between the two functions and associated roles and responsibilities.

### **3. Key Considerations**

- 3.1 A draft Cabinet and Overview & Scrutiny Protocol has been developed, taking into account the content of the Council's Cabinet Procedure Rules and Overview and Scrutiny Procedure Rules, as well as good practice from other authorities. This is attached to the report at **Appendix A**.
- 3.2 The Protocol sets out the relationship between the Council's Cabinet and its Overview and Scrutiny Committees, including the processes that both bodies follow, where they will interact with each other and how they expect the other to conduct itself.
- 3.3 The Governance and Audit Committee is invited to consider the content of the Cabinet and Overview & Scrutiny Committee Protocol.

### **4. Other Options Considered**

- 4.1 The Governance and Audit Committee could agree not to recommend the Protocol for adoption, or suggest alterations to the version attached at Appendix A.

### **5. Reasons for the Recommendations**

- 5.1 The adoption of a Cabinet and Overview & Scrutiny Protocol is in response to a recommendation from the Centre for Governance and Scrutiny and is considered best practice.

### **6. Appendices**

- 6.1 Appendix A – Cabinet and Overview & Scrutiny Protocol