

Protocols for Joint Working between Tunbridge Wells and Maidstone Scrutiny Committees

Meeting Dates and Venues

Once nominations from both sides have been received for joint committees a meeting date should be agreed that the majority of members can attend. The venue should be in between the two town halls or at a mutually agreed location between the scrutiny teams in absence of a chair being appointed.

Chairing Joint Committees

Chairmanship should be firstly according to location or if not the on the basis of best person for the job, and nominations should be taken at the first meeting of the Committee. If it is a joint meeting of two scrutiny committees to hear evidence relating to a review that is being pursued separately the Chairman should be appointed for the duration of the meeting in the usual manner.

Voting Rights

All committee members would be entitled to vote at meetings

Reports, information and support

The Joint Committee should expect the same level of support in terms of administration, reports and information as any other Committee. The Overview and Scrutiny Offices will ensure that work is split between the two teams evenly and identify a lead officer for each joint review as the Chair's point of contact. Reports from joint committees will be developed with the Committee and in particular the scrutiny Chairmen.