

## COMMITTEE REPORT CHECKLIST

Name of Committee:	Guildry & Mortification Funds Sub Committee	
Date of Committee:	1 March 2017	
Title of Report:	Governance Review – Guildry Trust Deed	
Report Number:	CG/17/018	
Report Author:	Kundai Phute	
Directorate:	Corporate Governance	
Date(s) report considered by CMT (if appropriate):		
Is report “exempt” under the Access to Information Act?  Please also specify paragraph numbers opposite. Guidance can be found at: <a href="http://thezone/cg/DemocraticServices/ct_exempinfo.asp">http://thezone/cg/DemocraticServices/ct_exempinfo.asp</a>	No	
Equalities Impact Assessment required? EHRIA form should be attached and also submitted to Sandra Howard ( <a href="mailto:showard@aberdeencity.gov.uk">showard@aberdeencity.gov.uk</a> ) Please note that parts 1, 6 and 7 of the revised form should be completed and submitted to Sandra Howard, even if an assessment is not needed. This explains why an assessment is not required. For more details, visit <a href="http://thezone/cg/DemocraticServices/ct_Guidance_For_Report_Authors.asp">http://thezone/cg/DemocraticServices/ct_Guidance_For_Report_Authors.asp</a> or contact Sandra Howard directly.	Yes/No (not necessary)  If not required, please state the date that parts 1,6 and 7 of the form were submitted to Sandra Howard.  First draft sent on 22 February 2017.	
Privacy Impact Assessment carried out: Please refer to <a href="http://thezone/cg/LegalServices/cg_access_to_information.asp">http://thezone/cg/LegalServices/cg_access_to_information.asp</a> for further advice on PIAs.	Yes/No (not necessary)	
Number of attachments submitted with the report		
<b>Report Consultation – Required in terms of Standing Orders</b> <b>Please read the guidance on the Zone:</b> <a href="http://thezone/cg/DemocraticServices/ct_Guidance_For_Report_Authors.asp">http://thezone/cg/DemocraticServices/ct_Guidance_For_Report_Authors.asp</a>		
	Date of Issue	Date of Response
<b>Elected Members:</b>		
Convener		
Vice Convener		
Council Leader		
Convener of Finance, Policy and Resources		

Local Members (if applicable):		
<b>Officers:</b>		
Fraser Bell, Monitoring Officer –via <a href="mailto:monitoringcommitteereports@aberdeencity.gov.uk">monitoringcommitteereports@aberdeencity.gov.uk</a>		
Steve Whyte, Section 95 Officer		
Head of Service, Office of Chief Executive		
Legal and Democratic Services (separate from consultation with Monitoring Officer) – via <a href="mailto:monitoringcommitteereports@aberdeencity.gov.uk">monitoringcommitteereports@aberdeencity.gov.uk</a>		
Finance (separate from consultation with s.95 officer)		
Director		
Clerk		
Other officers:		
<b>Trade Unions (where applicable):</b>		
<b>External (where applicable):</b>		