

**Scrutiny Work Programme
Essential Reference Paper B**

Community Scrutiny Committee work programme 2012/13

meeting	date	topic	Contact officer/lead	Next Exec
THIS	CIVIC YEAR			
Member information	Prob on line during Dec	<ul style="list-style-type: none"> • 2013/14 Proposed Service Options 		
JOINT SCRUTINY	15 Jan 2013	<ul style="list-style-type: none"> • 2013/14 Budget items 		
JOINT SCRUTINY	12 Feb 2013	<ul style="list-style-type: none"> • 2013/14 Service Plans • 2012/13 Estimates and 2013/14 Future targets 		
Meeting 4/4 in 2012/13	12 Mar 2013 Report deadline 27 Feb	<ul style="list-style-type: none"> • Report from Health Eng Panel • Leisure Contract – year 4 • Draft (revised) EH Housing Register Policy • CRIME & DISORDER report (TBC)** • Healthcheck through to Dec 2013 • Work programme 2013/14 	<ul style="list-style-type: none"> • Chairman of the Panel • Invite SLM • Housing Services Manager • X • Lead Officer - Performance • Scrutiny Officer 	4 June 2013
2013/14	CIVIC YEAR			
Meeting 1/4 in 2013/14	25 June 2013 Report deadline 12 June	<ul style="list-style-type: none"> • Report from Health Eng Panel • Community Grants review of applications and Q3/Q4 allocation • <i>vacancy</i> • Healthcheck through to Mar 2013 (which includes relevant 2012/13 Out-turns and Targets) • Work programme 2013/14 	<ul style="list-style-type: none"> • Chairman of the Panel • Community Engagement Manager/Grants officer • X • Lead Officer - Performance • Scrutiny Officer 	2 July 2013 6 Aug 2013 3 Sept 2013

** This committee has a duty to receive a Crime and Disorder report at least once per year.

The four principles of good public scrutiny:

- ***provides ‘critical friend’ challenge to executive policy-makers and decision-makers***
- ***enables the voice and concerns of the public and its communities***
- ***is carried out by ‘independent-minded governors’ who lead and own the scrutiny role***
- ***drives improvement in public services***

**Community
Scrutiny**

1. To develop policy options and to review performance and scrutinise the policies of the Council relating to Licensing, Environmental Health, Crime and Disorder Reduction, Emergency Planning, Community Development, young people, Leisure, sport, arts, markets, diversity, grants, frontline Councillor engagement, Community Voice, valuing people, housing strategy, private sector housing, disabled facility grants, houses in multiple occupation, housing options, community meals, citizens' advice, benefits, Local Strategic Partnership and health scrutiny.
2. To make recommendations to the Executive on matters within the remit of the Committee.
3. To take evidence from interested groups and individuals and make recommendations to the Executive and Council for policy change and review the performance of outside bodies on matters within the remit of the Committee.
4. To consider issues referred by the Executive, or members of the Committee and where the views of outsiders may contribute, take evidence and report to the Executive and Council on matters within the remit of the Committee.
5. To consider any item referred to the Committee by any Member of the Council who is not a member of this Committee and decide whether that item should be pursued on matters within the remit of the Committee.
6. To appoint annually Standing Panels as may be determined which shall be given a brief to consider a specified service area relating to matters within the remit of the Committee and report back to the Committee on a regular basis as determined by the Committee.
7. To consider any item in the Forward Plan, within the remit of the Committee, to be considered by the Executive (except items of urgent business) before the item is considered by the Executive if requested by the Chairman of the Scrutiny Committee. The relevant report to the Executive will be made available to the scrutiny committee.
8. To consider matters referred to the Committee by the Executive/Portfolio Holder on matters within the remit of the Committee and refer the matter to the Executive following consideration of the matter