

Community Scrutiny Committee work programme DRAFT 2016/17

meeting	date	topic	Contact officer/lead	Next Exec
2016/17	CIVIC YEAR	<ul style="list-style-type: none"> Statutory requirement to undertake a CRIME & DISORDER report during the yearstill TBC 		
Meeting 2/4 in 2016/17	27 Sept 2016 Report deadline 14 Sept	<p>Hertford Theatre (end of financial year report) <i>(from last year's minutes: "look to match discrete strands of the business to benchmark against other providers in next year's report")</i></p> <p>Housing stock transfer – residual undertakings annual statement ADD a section re monitoring 'performance' of Registered Providers in respect of repairs and call centre responses <i>(as per recommendation and minutes of Comm Scrutiny meeting on 17 Nov 2015)</i></p> <p>?</p> <p>?</p> <p>Work programme</p>	<p>Head of Service and the Theatre team</p> <p>Head of Service &/or Lead Officer</p> <p>Scrutiny Officer</p>	25 Oct 2016
Meeting 3/4 in 2016/17	22 Nov 2016 Report deadline 09 Nov	<p>Report back on Market research and metrics (requested by members at their 15/03/16 meeting)</p> <p>?</p> <p>?</p> <p>Work programme</p>	<p>Paul Pullen (agreed by Ben, but service moving to new dept and HoS)</p> <p>Scrutiny Officer</p>	06 Dec 2016 07 Feb 2017
JOINT SCRUTINY	17 Jan 2017	2017/18 Budget items		
JOINT SCRUTINY	14 Feb 2017	2017/18 – 2020/21 Service Plans		

Essential Reference Paper 'B'

		NEW STYLE Q3 Performance Report (Nov - Dec 2016)		
Meeting 4/4 in 2016/17	28 Mar 2017	Leisure Contract – year 8 (NOTE: include finer breakdown of satisfaction data to show very/fairly etc – requested by members at their 15/03/16 meeting)	Head of Service and Lead Officer (+ invite SLM).... This will be the first report under the new HoS	04 April 2017
	Report deadline 15 Mar	??perhaps crime and disorder item in here if not in Nov	Head of Service	
		?		
		Work programme – planning for 2017/18	Scrutiny Officer	

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 scrutinise the policies of the Council relating to Licensing, Environmental Health, Community Safety, Emergency Planning, Community Development, Housing Services, leisure, sport, arts, markets, community grants, frontline Councillor Engagement, Equalities, citizens' advice, benefits and East Herts Strategic Partnership.
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 Task and Finish Groups 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, should it choose to do so, any item within the remit of the committee to be considered by the Executive (except items or urgent business). The relevant report to the Executive will be made available to the Scrutiny Committee. The Executive shall consider any report and recommendations on the item submitted by 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.