

**Scrutiny work programme
Essential Reference Paper B**

Community Scrutiny Committee work programme (provisional) 2012/13

Still to be scheduled (if needed): Implications of Localism Act (as major measures come into effect from April 2012)

| meeting | date | topic | Contact officer/lead | Next Exec |
|------------------------------------|---|--|--|---|
| NEXT | CIVIC YEAR | | | |
| 1 in 12/13 | 12 June 2012 Report deadline 30 May | <ul style="list-style-type: none"> • Report from Health Engagement Panel • End of financial year annual report for Hertford Theatre • Service Plan monitoring Oct 2011 – March 2012 (Community only) • Healthcheck through to March 2012 (which includes relevant 2011/12 Out-turns and 2012/13 Targets) • Work Programme | <ul style="list-style-type: none"> • Chairman of the Panel • Director Customer and Community Services • Lead Officer – Corporate Planning • Lead Officer - Performance • Scrutiny Officer | 10 July 2012 7 Aug 2012 4 Sept 2012 |
| 2 in 12/13 | 28 Aug 2012 Report deadline 15 Aug | <ul style="list-style-type: none"> • Report from Health Eng Panel • TBC • TBC • Healthcheck through to June 2012 • Work Programme | <ul style="list-style-type: none"> • Chairman of the Panel • X • X • Lead Officer - Performance • Scrutiny Officer | 9 Oct 2012 6 Nov 2012 |
| Member consultation process | | <ul style="list-style-type: none"> • 2013/14 Proposed Service Options | | |
| 3 in 12/13 | 20 Nov 2012 Report deadline 7 Nov | <ul style="list-style-type: none"> • Report from Health Eng Panel • Community Grants review and Q1/Q2 allocation • TBC • Service plan monitoring Apr 2012 – Sept 2012 (Community only) • Healthcheck through to Sept 2012 • Work programme | <ul style="list-style-type: none"> • Chairman of the Panel • Community Engagement Manager/Grants officer • X • Lead Officer – Corporate Planning • Lead Officer - Performance • Scrutiny Officer | 4 Dec 2012 |

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|---------------------------|---|--|--|--|
| JOINT SCRUTINY | XX Jan 2013 | <ul style="list-style-type: none"> • 2013/14 Budget items | | |
| JOINT SCRUTINY | XX Feb 2013 | <ul style="list-style-type: none"> • 2013/14 Service Plans • 2012/13 Estimates and 2013/14 Future targets | | |
| 4 in 12/13 | XX Feb/Mar 2013 Report deadline XX | <ul style="list-style-type: none"> • Report from Health Eng Panel • Leisure Contract – year 4 • TBC • Healthcheck through to Dec 2013 • Work programme 2013/14 | <ul style="list-style-type: none"> • Chairman of the Panel • Invite SLM • X • Lead Officer - Performance • 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*

Currently within East Herts Council, the criteria for selecting issues:

For the Scrutiny Committee to select an issue to review, it must meet all of the following criteria:

- Of local, and preferably current, concern
- Linked to the council's corporate objectives
- Capable of being influenced by this committee
- Of manageable scope – focused rather than too wide ranging
- Of sufficient scope to warrant a scrutiny review – not something that can be easily fixed by meeting with the service provider
- Not being scrutinised elsewhere (eg another Scrutiny Committee)

At the last scrutiny evaluation there was a feeling, in the light of the current economic climate and limited resources, that there should also be some consideration given to

- areas where significant costs might be incurred or could be saved
- minimising the level of risk associated with the topic/issue
- the length of time since the topic was last reviewed.