

**Scrutiny Work Programme
Essential Reference Paper B**

Corporate Business Scrutiny Committee Work Programme (Provisional) 2012/13

meeting	date	topic	Contact officer/lead	Next Exec
2012/13 CIVIC	YEAR			
2 in 12/13	17 July 2012 Report deadline 4 July	<ul style="list-style-type: none"> • Annual Governance Statement 2012/13 • TBC • TBC • Work programme 	<ul style="list-style-type: none"> • Director of Neighbourhood Services • X • X • Scrutiny Officer 	7 Aug 2012
3 in 12/13	21 Aug 2012 Report deadline 8 Aug	<ul style="list-style-type: none"> • Corporate Annual Report 2011/12 • Freedom of Information requests 2011/12: analysis and costs • 4 year Corporate Strategic Plan (2013/14 to 2016/17) • Medium Term financial strategy (2013/14 to 2016/17) • Healthcheck through to June 2012 • Work programme 	<ul style="list-style-type: none"> • Lead Officer – Corporate Planning • Head of Customer Services and FoI Lead Officer • Lead Officer – Corporate Planning • Director of Internal Services • Lead Officer - Performance • Scrutiny Officer 	4 Sept 2012 9 Oct 2012
4 in 12/13	02 Oct 2012 Report deadline 19 Sept	<ul style="list-style-type: none"> • Review of Community and Public Engagement action plan: focus on A5 LINK and use of social media (inc use by Hertford Theatre) • Work programme 	<ul style="list-style-type: none"> • Community Engagement manager/Communications Team Leader/Director C&CS • Scrutiny Officer 	6 Nov 2012 4 Dec 2012
5 in 12/13	27 Nov 2012 Report deadline	<ul style="list-style-type: none"> • Partnership register – risk monitoring • Service Plan April 2012 – Sept 2012 monitoring • Healthcheck through to Sept 2012 	<ul style="list-style-type: none"> • Lead Officer Corporate Risk • Lead Officer – Corporate Planning • Lead Officer - Performance 	

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	14 Nov	<ul style="list-style-type: none"> • Work programme 	<ul style="list-style-type: none"> • Scrutiny Officer 	
Member Consultation	Probably on-line again	2013/14 Proposed Service Options covering all committee remits		
6 in 12/13 JOINT	XX Jan 2013 Report deadline XX Jan	BUDGET <ul style="list-style-type: none"> • Capital Programme 2012/13 (Revised) to 2015/16 • Fees and Charges 2013/14 • Service Estimates - Revenue Budget Probable 2012/13 – Estimates 2013/14 • Consolidated Budget Report: Revenue Budget 2013/14: Medium Term Financial Plan 2013/14 to 2016/17 		
7 in 12/13 JOINT	XX Feb 2013 Report deadline XX Feb	<ul style="list-style-type: none"> • 2013/14 Service Plans • 2012/13 Estimates and targets 		
8 in 12/13	XX Mar 2013 Report deadline XX Mar	<ul style="list-style-type: none"> • TBC: Follow-up review of progress on Community and Public Engagement? • Healthcheck through to Jan 2013 • Work programme 2013/14 	<ul style="list-style-type: none"> • Community Engagement manager • 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 (e.g. 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.