

**Scrutiny Work Programme
Essential Reference Paper B**

Corporate Business Committee Work Programme (provisional) 2012/13

meeting	date	topic	Contact officer/lead	Next Exec
2012/13 CIVIC	YEAR			
Member Information	Probably on-line again	2013/14 Proposed Service Options covering all committee remits		
6 in 12/13 JOINT	15 Jan 2013 Report deadline 02 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 		5 Feb 2013
7 in 12/13 JOINT	12 Feb 2013 Report deadline	<ul style="list-style-type: none"> • 2013/14 Service Plans • 2012/13 Estimates and targets 		5 Mar 2013

**Scrutiny Work Programme
Essential Reference Paper B**

	30 Jan			
8 in 12/13	19 Mar 2013 Report deadline 06 Mar	<ul style="list-style-type: none"> • Communication strategy action plan – review (inc Engagement) • Information Security and Governance 2013/14 onwards • Healthcheck through to Jan 2013 • Work programme 2013/14 	<ul style="list-style-type: none"> • Head of Service and Comms Team Leader • Head of Service • Lead Officer - Performance • Scrutiny Officer 	4 June 2012
meeting	date	topic	Contact officer/lead	Next Exec
2013/14	Civic Year	EARLY DRAFT		
1 in 13/14	28 May 2013 Report deadline 15 May	<ul style="list-style-type: none"> • 2012/13 Out-turns and Targets • Healthcheck (to March 2013) • Service Plan Oct 2012 – March 2013 monitoring • Work Programme 2013/14 		4 June 2013 2 July 2013
2 in 13/14	09 July 2013 Report deadline 26 June	<ul style="list-style-type: none"> • Annual Governance Statement 2012/13 and action plan 2013/14 • Comments, Compliments and Complaints (3Cs) 2012/13 review • Work programme 	<ul style="list-style-type: none"> • Timing of public consultation might delay this report to Aug 	6 Aug 2013

Scrutiny Work Programme Essential Reference Paper B

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*

Corporate Business Scrutiny	<ol style="list-style-type: none">1. To develop policy options and to review and scrutinise the policies of the Council relating to Communications, Corporate Performance and Risk Management, Local Strategic Partnership, Customer Service, Finance, Information and Communications Technology, Democratic Services, Member Support, Facilities Management, Asset Management, Legal, Revenues and Procurement.2. To consider the budget setting proposals and strategies of the Council.3. To make recommendations to the Executive on matters within the remit of the Committee.4. To take evidence from interested groups and individuals and make recommendations to the Executive and Council for policy change on matters within the remit of the Committee5. To consider issues referred by the Executive, including modifications to the Constitution, 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.6. 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
--	--

**Scrutiny Work Programme
Essential Reference Paper B**

the remit of the Committee.

7. 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.

8. 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.

9. 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.