

Essential Reference Paper 'B'

**Corporate Business Committee Work Programme 2015/16 and 2016/17 (DRAFT)**

<b>2015/16 meeting</b>	<b>Civic Year date</b>	<b>topic</b>	<b>Contact officer/lead</b>	<b>Next Exec</b>
<b>JOINT SCRUTINY</b>	19 January 2016  Report deadline 06 January	<b>BUDGET</b> <b>X</b> <b>X</b>	Exact title of report(s) TBC	2 February 2015
<b>JOINT SCRUTINY</b>	09 February 2016  Report deadline 27 January	<b>4 year Corporate Strategic Plan (2016/17 to 2019/20)</b> <b>2016/17 Service Plans</b>  <b>2015/16 Performance Indicator Estimates and 2016/17 Future targets</b>	<b>REVISED DATE</b>	8 March 2015
8 in 15/16	22 March 2016  Report deadline 9 March	<del>Residents' Survey results and analysis — and draft action plan if there is one separate to the Corporate Plan</del>  NEW: options for changes to Council Tax Support Scheme (for 2017/18 year) – with financial modelling	Delayed start: outcomes not available until <b>MAY 2016</b> . Rescheduled for CBS then.  (requested by CBS on 14/7/15)	5 April 2015

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		Healthcheck through to Jan 2016	Lead Officer – Performance	
		Work programme – planning for 2016/17)	Scrutiny Officer	

<b>2016/17 meeting</b>	<b>Civic Year date</b>	<b>topic</b>	<b>Contact officer/lead</b>	<b>Next Exec</b>
1 in 16/17	31 May 2016 TBC	Work Programme 2016/17 – discussions with new committee	Scrutiny Officer	7 June 2016 5 July 2016 TBC
		Residents' Survey results and analysis - and draft Action Plan	REVISED DATE	
		?		
		2015/16 Performance Indicator Outturns (Note: the Health check will be attached as a ERP)	Lead Officer - Performance	
		Service Plan Oct 2015 – March 2016 monitoring	Lead Officer – Corporate Planning	
2 in 16/17	12 July 2016 TBC	Work Programme	Scrutiny Officer	2 August 2016 TBC
		Comments, Compliments and Complaints (3Cs) 2015/16 review	Head of Service	

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		Data Protection (Information Security) action plan – annual governance report	Head of Service	
		Medium Term financial strategy (2017/18 to 2020/21)	Director	
		Council Tax Support Scheme (first look at any changes before going out to consultation)	Director and Head of Shared Service <b>TBC</b> after March 2016 meeting	
3 in 16/17	30 August 2016 TBC	Work Programme	Scrutiny Officer	6 September 2016 4 October 2016 TBC
		Annual Governance Statement 2015/16 and action plan 2016/17	<b>TBC</b>	
		Corporate Annual Report 2015/16	Lead Officer – Corporate Planning	
		?		
		?		
		Health check through to June 2016	Lead Officer – Performance	

**The CfPS 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**

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 Committee.
5. 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 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, should it choose to do so, any item within the remit of the Committee to be considered by the Executive (except items of urgent business). The relevant report to the Executive shall consider any report and recommendations on the item submitted by the Scrutiny Committee.