

Corporate Business Scrutiny Committee Work Programme DRAFT 2016/17

2016/17				
meeting	date	topic	Contact officer/lead	Next Exec
Meeting 4 in 16/17	11 Oct 2016 Report deadline 28 Sept	The start of this meeting will have some time set aside for Budget and Service Planning preparation (member training/briefing) – open to ALL members	Head of Strategic Finance and Head of Communications, Strategy and Policy	25 October 2016
		Discretionary Rate Relief – update of EH policy (agreed at CBS 12 July)	Head of Revs and Bens Shared Service	
		NEW STYLE REPORT: Mid-year Corporate Strategic Plan Progress Report (2016/17)	Lead Officer – Corporate Planning	
		Work programme	Scrutiny Officer	
Meeting 5 in 16/17	29 Nov 2016 Report deadline 16 Nov	Work programme	Scrutiny Officer	06 December 2016
		Council Tax Support Scheme 2017/18 (for recommendation)	Head of Shared Service	
		4 year Corporate Strategic Plan (2017/18 to 2020/21)	Timing of this item TBC	
		Update on the Eastern Plateau funding for local businesses	Economic Development Manager	
		Review of the Wentra 'MyIncubator' Centre at HRC	Exec Member for economic development	

Essential Reference Paper 'B'

			and lead officers	
		NEW STYLE REPORT: Quarter 2 Performance Report (Aug - Oct 2016)	Lead Officer - Performance	
Meeting 6 in 16/17 JOINT	17 Jan 2017	BUDGET REPORT(S)	Titles TBC	07 February 2017
Meeting 7 in 16/17 JOINT	14 Feb 2017	2017/18 – 2020/21 Service Plans		04 April 2017
		NEW STYLE Q3 Performance Report (Nov - Dec 2016)	Bring to JOINT (rather than delay for next CBS)	
Meeting 8 in 16/17	11 Apr 2017	Asset Management Plan	Head of Strategic Finance	XX
		?		
		?		
	Report deadline 29 Mar	Work programme – evaluation of 2016/17 and planning for 2017/18	Scrutiny Officer	

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
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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

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	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.
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