

Scrutiny Proposal form

Suggestion from:

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What would you like to suggest for investigation / review?

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Please continue on a separate sheet if necessary

What are the main issues / concerns to be considered?

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Please continue on a separate sheet if necessary

Essential Reference Paper 'B'

Who is responsible for providing this service, or tackling the issue in question?

Have you spoken to them, and if so, what was the response?

What is the Portfolio Holder's view on this issue?

What would be the likely benefits and outcomes of carrying out this investigation / review?

Estimated Committee and officer resource implications (e.g. research group, one-off report, dedicated meeting etc.)

Suggested witnesses, documentation and consultation

Essential Reference Paper 'B'

Will this investigation / review contribute to one or more of the Council's Strategic Priorities? If so, which (please tick)?	
Improve the health and wellbeing of our communities	
Enhance the quality of people's lives	
Enable a flourishing local economy	

Will this investigation / review contribute to the achievement of one or more of the commitments within the Council's Strategic Plan 2016/17 – 2019/20? If so, which (please tick)?	
Improve the health and wellbeing of our communities	
Residents living active and healthy lives	
Support for our vulnerable families and individuals	
Communities engaged in local issues	
Enhance the quality of people's lives	
Attractive places	
Future development best meets the need of the district and its residents	
Enable a flourishing local economy:	
Support for our businesses and the local economy	
Vibrant town centres	
Working with others, to have achieved the right infrastructure for our businesses and communities	

Essential Reference Paper 'B'

Will this investigation hit one of the essential elements of a scrutiny review when analysing potential scrutiny reviews? If so, which (please tick)?	
Public Interest: The concerns of local people should influence the issues chosen by overview and scrutiny	
Impact (Value): Priority should be given to issues that make the biggest difference to the social, economic and environmental wellbeing of the area, and which have the potential to make recommendations which could lead to real improvements. The outcome must also be proportionate to the cost of carrying out the review in terms of staff and councillor time.	
Relevance: Overview and scrutiny must be satisfied that an issue identified for review is relevant and does not duplicate existing work being undertaken elsewhere by various working groups, steering groups, partners etc.	
Partnership working or external scrutiny: The focus of scrutiny is moving towards joint action and community leadership, so anything which offers this opportunity should be given serious considerations	

Would you like to be involved in the investigation / review?	
Yes	No
Date of request	Signed

Please return this form to the:
 Scrutiny Officer, East Herts Council, Wallfields, Pegs Lane, Hertford, SG13 8EQ
 Email: fiona.corcoran@eastherts.gov.uk