

**Scrutiny work programme
Essential Reference Paper B**

Corporate Business Committee work programme 2011/12 and into 2012/13

meeting	date	topic	Contact officer/lead	Next Exec
THIS CIVIC	YEAR			
Member Consultation	on-line during NOV	Proposed Service Options covering all committee remits		
5 in 11/12	29 Nov 2011 Report deadline 16 Nov	<ul style="list-style-type: none"> • Closure report on C3W programme • Review of progress on Community & Public Engagement • Partnership register – risk monitoring • Service Plan April 2011 – Sept 2011 monitoring • Healthcheck through to Sept 2011 • Work programme 	<ul style="list-style-type: none"> • Neil Sloper • Will O’Neill/Mekhola Ray • Graham Mully/George Robertson • Lois Prior/Dave Cooper • Lorna Georgiou/Karl Chui • Marian Langley 	10 Jan 2012
6 in 11/12 JOINT	17 Jan 2012 Report deadline 4 Jan	<ul style="list-style-type: none"> • Residents’ Survey - results <p>BUDGET ITEMS</p> <ul style="list-style-type: none"> • Capital Programme 2011/12 (Revised) to 2014/15 • Treasury Management Strategy Statement 2012/13 (inc Minimum Revenue Policy Statement) and Annual Investment Strategy • Fees and Charges 2012/13 • Service Estimates - Revenue Budget Probable 2011/12 – Estimates 2012/13 • Consolidated Budget Report: Probable Outturn 2011/12: Revenue Budget 2012/13: Medium Term Financial Plan 2012/13 to 2015/16 	<ul style="list-style-type: none"> • Lorna Georgiou • Simon Chancellor • Paul Mitchell • Mandy Barton • Mick O’Conner • Alan Madin 	7 Feb 2012

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7 in 11/12 JOINT	14 Feb 2012 Report deadline 1 Feb	SERVICE PLANS ESTIMATES AND FUTURE TARGETS	<ul style="list-style-type: none"> • Lois Prior (with HoS on standby to attend scrutiny if needed) • Karl Chui 	6 Mar 2012
8 in 11/12	20 Mar 2012 Report deadline 7 Mar	<ul style="list-style-type: none"> • ?possible review of progress on Community & Public Engagement? • Data Sharing Protocol (following full review) REQUESTED • Healthcheck through to Jan 2012 • Work programme 2012/13 	<ul style="list-style-type: none"> • Will O'Neill/Mekhola Ray • Neil Sloper • Lorna Georgiou/Karl Chui • Marian Langley 	22 May 2012

NEXT CIVIC	YEAR			
1 in 12/13	29 May 2012 Report deadline 16 May	<ul style="list-style-type: none"> • 2011/12 Out-turns and 2012/13 Targets • Healthcheck (included/separate?) • Service Plan Oct 2011 – March 2012 monitoring • Work Programme 2012/13 	<ul style="list-style-type: none"> • Lorna Georgiou/Karl Chui • Lorna Georgiou/Karl Chui • Ceri Pettit/Dave Cooper • Marian Langley 	10 July 2012
2 in 12/13	17 July 2012 Report deadline 4 July	<ul style="list-style-type: none"> • Annual Governance Statement 2012/13 • Comments, Compliments and Complaints (3Cs) – annual report • Work programme 	<ul style="list-style-type: none"> • Simon Drinkwater • Neil Sloper • Marian Langley 	7 Aug 2012
3 in 12/13	21 Aug 2012 Report deadline 8 Aug	<ul style="list-style-type: none"> • Corporate Annual Report 2010/11 • 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"> • Lorna Georgiou • Ceri Pettit • Alan Madin • Lorna Georgiou/Karl Chui • Marian Langley 	4 Sept 2012 9 Oct 2012

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 (eg 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.