

Scrutiny Committee – 5<sup>th</sup> July 2011

## 9. Scrutiny Work Programme

Meeting Date	Agenda Item	Issue for Main Scrutiny Cttee	Performance Management	Budget	Background/Description	Corporate Aim	Lead Officer (Lead Member)
05/07/11	District Executive reports for Scrutiny consideration	✓			Each month Scrutiny Committee considers and comments on all District Executive reports.		
05/07/11	Scrutiny Finance Training			✓	This session has been arranged as requested by members to provide additional training on finance scrutiny. The session will commence immediately after the Scrutiny Committee meeting.		Donna Parham, Assistant Director (Finance and Corporate Services)
02/08/11	District Executive reports for Scrutiny consideration	✓			Each month Scrutiny Committee considers and comments on all District Executive reports.		
02/08/11	Presentation on Lean Programme	✓			Strategic Director - Place and Performance will be attending to provide members with a presentation outlining the lean process and efficiency reviews.		Rina Singh – Strategic Director (Place and Performance)  Councillor Ric Pallister – Portfolio Holder - Leader, Strategy and Policy

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30/08/11	District Executive reports for Scrutiny consideration	✓			Each month Scrutiny Committee considers and comments on all District Executive reports.		
30/08/11	Local Strategic Partnership (South Somerset Together) – Annual Review	✓			An annual report is submitted to the Scrutiny Committee outlining the key achievements of the LSP over the past 12 months and priorities for the coming 12 months.	Ensure safe, sustainable and cohesive communities	Saveria Moss – LSP Co-ordinator  Paull Robathan – Chair of the LSP
30/08/11	Single Equality Scheme Action Plan	✓			Six monthly review of the Action Plan	Ensure safe, sustainable and cohesive communities	Jo Morgan, Community Cohesion Officer  Councillor Jo Roundell Greene – Portfolio Holder – Environment and Economic Development
04/10/11	District Executive reports for Scrutiny consideration	✓			Each month Scrutiny Committee considers and comments on all District Executive reports.		

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04/10/11	Medium Term Financial Plan			✓	Outline budget report for consideration and comment prior to District Executive.	Deliver well managed, cost effective services valued by our customers	Donna Parham, Assistant Director (Finance & Corporate Services)  Councillor Tim Carroll – Portfolio Holder - Finance & Spatial Planning
04/10/11	Presentation on Strategic Leisure Provision – (Section 106 Agreements)	✓			Committee members have requested a presentation from the relevant officers outlining the policies and processes used to decide and allocate s106 funds for ' strategic sport'.		Steve Joel, Assistant Director – Health and Wellbeing  Councillor Sylvia Seal – Portfolio Holder Leisure and Culture  Councillor Peter Seib – Portfolio Holder – Regulatory and Democratic Services

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04/10/11	Monitor the implementation of the recommendations of the HomeFinder Somerset Review	✓			To give Scrutiny members an opportunity to ensure their recommendations as accepted by the HomeFinder Somerset Board are being implemented as stated.		Jo Gale Scrutiny Manager  Ric Pallister – Portfolio Holder - Leader, Strategy and Policy
01/11/11	District Executive reports for Scrutiny consideration	✓			Each month Scrutiny Committee considers and comments on all District Executive reports.		
01/11/11	Somerset Waste Partnership Budget setting	✓			As a result of issues raised through the budget setting process it was agreed that the Somerset Waste Partnership will formally consult Scrutiny this year.	Deliver well-managed, cost effective services valued by our customers	Vega Sturgess, Strategic Director (Operations and Customer Focus)  Jo Roundell Greene – Portfolio Holder – Environment and Economic Development
29/11/11	District Executive reports for Scrutiny consideration	✓			Each month Scrutiny Committee considers and comments on all District Executive reports.		

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29/11/11	Capital Schemes and update on MTFP			✓	Scrutiny Committee members to comment on the Capital Programme and the MTFP reports prior to District Executive.		Donna Parham, Assistant Director (Finance & Corporate Services)  Councillor Tim Carroll – Portfolio Holder - Finance & Spatial Planning
December 2011	Special Meeting reviewing Portfolio Holder Saving Plans	✓					Donna Parham, Assistant Director (Finance & Corporate Services)  All Portfolio Holders
05/01/12	District Executive reports for Scrutiny consideration	✓			Each month Scrutiny Committee considers and comments on all District Executive reports.		
05/01/12	Update on MTFP and Capital Programme			✓	Scrutiny Committee members to comment on the Capital Programme and the MTFP reports prior to District Executive.		Donna Parham, Assistant Director (Finance & Corporate Services)  Councillor Tim Carroll – Portfolio Holder - Finance & Spatial Planning

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31/01/12	District Executive reports for Scrutiny consideration	✓			Each month Scrutiny Committee considers and comments on all District Executive reports.		
31/01/12	Final budget and capital Programme			✓	Scrutiny members to comment on the proposed 2011/12 Revenue Budget, Medium Term Financial Plan (MTFP) and revised Capital Programme prior to consideration by District Executive and Full Council.		Donna Parham, Assistant Director (Finance & Corporate Services)  Councillor Tim Carroll – Portfolio Holder - Finance & Spatial Planning
31/01/12	Update on the Park Home Project	✓			At the Scrutiny Committee meeting on 1 <sup>st</sup> February members received an update on the management of park home sites and requested a 12 monthly report on this issue.	To improve the housing, health and well-being of our citizens	Steve Joel, Assistant Director (Health and Well-Being)  Councillor Ric Pallister – Portfolio Holder - Leader, Strategy and Policy
28/02/12	District Executive reports for Scrutiny consideration	✓			Each month Scrutiny Committee considers and comments on all District Executive reports.		

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03/04/12	District Executive reports for Scrutiny consideration	✓			Each month Scrutiny Committee considers and comments on all District Executive reports.		
TBC	Update on Community Safety	✓			Scrutiny members to review the performance of Community Safety arrangements.	Ensure safe, sustainable and cohesive communities	Alice Knight, Third Sector and Partnerships Manager  Councillor Tony Fife – strategic responsibility for Community Safety

**Task & Finish Commissions**

Date Commenced	Title	Members
September 2011	Inescapable Bids and Capital Scoring Methodology	
October 2011	Capital Bids	