

Scrutiny Commission Work Programme

APPENDIX 1

Responsible Body	Meeting Date	Issue	Scope of Item / Terms of Reference	Reason for Scrutiny	Invitees / Officers	Progress / Notes / Action Requested
Scrutiny Commission	To be programmed	EXEMPT ITEM – Building Control Alternative Service Delivery Project		Pre-decision scrutiny item.	Richard Bennett	Item deferred from January meeting of the Commission.
Scrutiny Commission	10 February 2020 (Standing item)	Scrutiny Work Programme and Requests from Scrutiny Committees		<p>To review the Commission's Work Programme.</p> <p>To consider the Scrutiny Work Programme in its entirety to ensure the Commission's role in managing that programme is undertaken.</p> <p>To consider any requests from scrutiny committees that items be added to the work programme which are not within their own remit or that scrutiny panels be established.</p>	<p>K.Widdowson (report)</p> <p>Lead Officer (meeting)</p>	
Scrutiny Commission	10 February 2020 (standing item)	Cabinet items for pre-decision scrutiny		To allow identification of items from the latest Key Decisions Notice for pre- decision scrutiny by the Commission.	<p>K.Widdowson (report)</p> <p>Lead Officer (meeting)</p>	<p>Items may also be determined by the Chair and Vice-chair in consultation with the Democratic Services Manager.</p> <p>Further items may also be added following publication of the Cabinet agenda.</p>

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Scrutiny Commission	10 February 2020 (if applicable, standing item)	Pre-decision scrutiny of any specific financial matters to be considered by Cabinet		To ensure pre-decision scrutiny of any out-turn reports, virements and in-year service pressures, particularly when they are related to additional costs arising from decisions by other agencies to reduce	K.Widdowson (report) Lead Officer (meeting)	Agreed by SMB 23 January 2019 (see minute 31.2) (supports recommendation of Budget Scrutiny Panel Jan 2019). To be identified from the Key Decisions Notice or from the Cabinet agenda.
Scrutiny Commission	10 February 2020 (standing item)	Pre-decision scrutiny – Cabinet Response		To consider the response of Cabinet to recommendations by the Commission on pre-decision scrutiny items.	K.Widdowson (report) Lead Officer (meeting)	
Scrutiny Commission	10 February 2020 (standing item)	Progress with Panel Work		To review progress with Scrutiny Panels.	K Widdowson	
Scrutiny Commission	10 February 2020 (annual item)	Business Plan 2020/21		Consideration of draft plan to ensure scrutiny input. Plan due to be considered by and agreed by Cabinet in March 2020.	Leader/ R.Mitchell/S. Kinder	<i>*Short timescale between committee and Cabinet consideration.</i>
Scrutiny Commission	10 February 2020	Draft Local Plan Consultation		To ensure scrutiny is involved in the consultation process.	Richard Bennett	Deferred from January meeting of the Scrutiny Commission
Scrutiny Commission	09 March 2020	Air Quality Review and Assessment Report 2019		Update on Council's air Quality Plan for 2019	Alan Twells (report) and Lead Officer (meeting)	Agreed by the Commission at its meeting on 11 th November 2019.

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Scrutiny Commission	06 April 2020 (annual item)	Draft Annual Scrutiny Report 2019-20			Dem Services Manager	
Scrutiny Commission	06 April 2020	Children and Families Wellbeing Service Scrutiny Report		A report of the Neighbourhoods and Community Wellbeing Scrutiny Committee scrutinizing how the service model provided by Leicestershire County Council impacts Charnwood Borough Council and how Officers work with the service.	Chair of Neighbourhoods and Community Wellbeing Scrutiny Committee	Following request at the Scrutiny Commission meeting on 9 December 2019 to potentially replace the Children Centres Scrutiny Panel.

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Formal Scrutiny Panels

Due to officer capacity there is an agreement that no more than 4 scrutiny panels (Formal and Express) should be convened during any given period.

Currently, there are 2 established scrutiny panels:

Generating commercial income/surplus (Formal) – Chair Cllr Baines

Meetings scheduled for 5 Nov (informal), 28 Nov, 23 Jan and 5 March

Budget Scrutiny Panel (Formal) – Chair Cllr Parsons

Meetings scheduled for 4 December 2019 and 8 January 2020.