

SCRUTINY WORK PROGRAMME 2017/18

Action	Date
Initial Consultation with SMT	30 January 2017
Gathering suggestions: Scrutiny members, co-optees, Cabinet members, Town and Parish Councils and key partners invited to put forward suggestions for the work programme.	1 February 2017 to 28 February 2017
<u>Final check and comments from SMT</u> Collated list of suggestions sent to SMT for final comment. Any new suggestions or comments which have been received from other people or organisations will be highlighted for SMT to provide any feedback.	SMT meet on 27 March 2017 – two weeks to comment.
Scrutiny Chairs meet informally to consider the suggestions and SMT's comments and agree recommendations for Scrutiny Management Board. <u>If required Chairs may request assistance from SMT.</u>	Late April 2017
Scrutiny Management Board meets to formally agree priorities, allocate issues to the relevant Scrutiny Committee(s), allocate resources and make recommendations to the Committees about the priorities. (Final decisions are made by the Scrutiny Committees.) <u>SMT will be invited to attend if they wish and will be updated after the meeting.</u>	w/c 19 June 2017
Scrutiny Committees meet to agree work programme. (Chairs can undertake initial scoping activities prior to the meetings). <u>SMT will be invited to attend if they wish and will be updated after the meetings.</u>	July 2017
Scrutiny Management Board monitors delivery of the work programme through monitoring reports and Chair's updates.	On-going

CRITERIA FOR SCRUTINY

- How far scrutiny can realistically change or influence things
- The extent to which residents or businesses are affected by the issue
- How well the Council and Partners are performing in the area
- What else is happening to avoid duplication or wasted effort