

**Copy of the report considered by the Scrutiny Committee on 17th
September 2012**

Agenda Item 6

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Date	17 th September 2012 (Scrutiny) 18 th September (Council)

Subject	Scrutiny Committee Work Programme 2012 – 2013
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RECOMMENDATIONS

- 1.1. The Scrutiny Committee determines the work programme it wishes to submit to the Council on 18th September 2012 for approval.

SUMMARY

- 2.1 There is a requirement in the Council's Constitution for the annual work programme of the Scrutiny Committee to be formally approved at a meeting of the Council.
- 2.2 At the meeting of the Scrutiny Committee on 9th July 2012 the Chairman set out a number of proposals for inclusion in the Committee's work programme for 2012 – 2013, which were approved in principle by the members of the Committee.
- 2.3 This report formally sets out these proposals for approval by the Scrutiny Committee, prior to its consideration by Council on 18th September 2012.

BACKGROUND

- 3.1 At the Scrutiny Committee meeting on 9th July 2012 the Chairman set out a number of proposals for the Committee's work programme for 2012/2013. These proposals were based upon the same themes as the previous year's work programme, which covered the following four areas:-
 - External Scrutiny
 - Scrutiny of Reports on the Executive Forward Plan
 - Scrutiny Panels
 - Scrutiny of the Council Services.
- 3.2 This report has taken into account the comments made by Members during the discussion of this item at the previous Committee meeting and confirms the work to be undertaken by the Scrutiny Committee in the forthcoming year. Members are asked to agree the submission of the work programme to the next meeting of the Council on 18th September.

EXTERNAL SCRUTINY

- 4.1 External Scrutiny has always formed a key part of the Scrutiny Committee Work Programme and in the past the Committee has been particularly interested in scrutinising NHS Service Providers and local Housing Associations.
- 4.2 For the 2012 – 2013 Work Programme it has been proposed that a separate meeting will be added to the Council diary in early 2013 to consider external scrutiny items. The exact date of this meeting will be confirmed in the near future. It has also been suggested that there would be benefits if the organisations invited to the meeting were based around a similar area, which would enable Members to achieve an overview on a specific topic. For the forthcoming year it has been suggested that Members would be interested in inviting organisations related to transport provision in the district, such as rail and bus companies.
- 4.3 Although the Scrutiny Committee will be holding a one off meeting to consider a number of external scrutiny items, this does not preclude external scrutiny items at other meetings. One such item is the standing annual presentation from Mole Valley Housing Association which is scheduled for 16th October 2012 meeting of the Committee.

SCRUTINY OF REPORTS ON THE EXECUTIVE FORWARD PLAN

- 5.1 At present the Chairman of the Committee works in conjunction with the Corporate Head of Service with responsibility for Democratic Services to decide which Executive reports will be included on the Committee's agendas. It is anticipated that this arrangement will continue.

SCRUTINY PANELS

- 6.1 The Scrutiny Committee currently has three Scrutiny Panels established:-
- **Car Parking Panel** – this Panel was tasked with producing a new Car Parking Strategy. The Panel is currently working with the Portfolio Holder for Environment to complete this task.
 - **Localism Panel** – the Panel was established to look at implications for the Council arising from the Localism Act. It is currently undertaking a piece of work concerning the localisation of Council Tax Support.
 - **Standing Budget Panel** – this Panel is set up each year to scrutinise the Council's budget setting process.
- 6.2 Until at least one of the three Panels has completed its work, it is not envisaged that the Scrutiny Committee will set up another Panel. However, it is proposed that a Scrutiny Panel to look at the Waste Management Plan is established, once one of the other Scrutiny Panels has concluded its business.

SCRUTINY OF THE COUNCIL

- 7.1 During 2011 – 2012 the Scrutiny Committee received a series of service updates from managers, which provided Members with a brief overview of current performance and also outlined future challenges for discussion by the Committee. In the past year the Committee has received reports from the Development Control, Environment and Housing Services.

- 7.2 As these presentations have been well received by Members it envisioned that they will continue in the forthcoming year. The Chairman has suggested the following six groups as ones he would like to hear presentations from in the forthcoming year and it is anticipated that it will be possible to schedule at least four of these in the remaining Committee dates:-
- Community Support Services
 - Customer Services Unit
 - Democratic Services
 - Partnerships and Community Support
 - Planning Administration
 - Property
- 7.3 The Democratic Services team will liaise with Service Managers to schedule these reports into the work programme.
- 7.4 A copy of the Forward Plan is also attached to this report, showing items due to be submitted to future Executive meetings.

CONCLUSION

The Scrutiny Committee is asked whether there are any other external scrutiny items it would like to consider (in addition to those already detailed in paragraphs 4.1-4.3 above) and indeed any other matters for inclusion, prior to the submission of the proposed Work Programme for 2012-13 to Council on 18th September.

Subject to any amendments agreed at the meeting the Committee is requested to recommend the work programme to the Council.

CORPORATE IMPLICATIONS

Legal Implications - None arising from this report.

Financial and Risk Implications - None arising from this report

Equalities Implications - None arising from this report

Employment Issues - None arising from this report

Sustainability Issues - None arising from this report

BACKGROUND PAPERS

None.

TERMS OF REFERENCE

Name of Panel	Car Parking Scrutiny Panel
Members	To be confirmed. Must be between 5 – 7 members.
Corporate Head(s) of Service	Richard Burrows
Internal Officer Support	Paul Brookes – Estates Manager
Scrutiny Support Officer	Simon Trevaskis – Senior Democratic Services Officer
Panel scope	<ol style="list-style-type: none"> 1. To review and contribute to the development of Mole Valley District Council's Car Parking Strategy. 2. To feed into the Surrey County Council's consultation on the possibility of on-street parking in Mole Valley. 3. To make recommendations to the Scrutiny Committee and Council on how to proceed with either of the above.
Timescales	<p>3 – 4 meetings</p> <p>Meeting times to be coordinated to ensure the Committee has an opportunity to feed its comments into the development of the Car Parking Strategy and Surrey County Council's consultation about on-street parking.</p>

TERMS OF REFERENCE

Name of Panel	Localism Scrutiny Panel
Members	To be confirmed. Must be between 5 – 7 members.
Corporate Head(s) of Service	Angela Griffiths
Scrutiny Support Officer	Simon Trevaskis
Panel scope	<ol style="list-style-type: none"> 1. To review the details of the Localism Bill. 2. To identify those aspects of the Localism Bill which are relevant to Mole Valley District Council and the local community and how they might impact the Council. 3. To make recommendations to the Scrutiny Committee and Council on any implications arising from the Localism Bill.
Timescales	<p>3 – 4 meetings.</p> <p>Members to be provided with relevant information as it becomes available.</p>

