

12 October 2016	Agenda Item 8
<b><i>Scrutiny Committee Work Programme for 2016/17</i></b>	
Report author:	Bob Pullen – Policy and Performance Officer
<b>Recommendations</b>	
That the Committee considers which topics or services it should review during the course of the year.	

**1 Purpose of report**

- 1.1 Following the initial discussion of the Committee’s work programme for the forthcoming year at the meeting on 9 June, this report collates the suggestions made at that meeting and provides an initial analysis to help the Committee to select and prioritise what reviews might be taken forward.

**2 Background**

- 2.1 Each year, the Committee decides which topics it should review and in what priority order. This process has been delayed this year as little progress had been made on three reviews which had been identified in the previous year.

**3 Discussion**

- 3.1 As acknowledged at the meeting held on 9 June, if the Scrutiny Committee is to be effective and bring real value, it will need to focus on where it can make its biggest impact. This means basing decisions on what topics or services to review on clear objectives and hard evidence why such a review is justified.
- 3.2 The topics and services that were suggested as possible areas to review at the meeting on 9 June are listed in the schedule at Appendix I together with existing activity or reviews.
- 3.3 In prioritising which reviews to take forward, it should be remembered that the Committee will also be considering regular finance and performance reports and undertaking the annual scrutiny of the Cabinet’s budget proposals which all needs to be fitted into the Committee’s work schedule.

There may also be other urgent items arising during the course of the year which will require the Committee's attention.

- 3.4 New reviews will need to be scoped and a review plan (setting out clear justification, objectives, timescales and what information is being sought, and from whom), will need to be approved by the Committee in advance of any work starting in earnest.

## **4 Conclusion**

- 4.1.1 That the Committee considers which topics or services it should review during the course of the year.

## **5 Officer contacts**

Bob Pullen – Policy and Performance Officer  
[BobPullen@swale.gov.uk](mailto:BobPullen@swale.gov.uk) ☎ 01795 417187

## Appendix I

### Scrutiny Committee – Possible review activity 2016/17

Topic	Ongoing review/activity?	Commentary
1 - Financial monitoring	Yes	The Committee will continue to receive quarterly financial monitoring reports during the course of the year to review.
2 - Performance monitoring	Yes	The Committee will continue to receive quarterly performance monitoring reports during the course of the year to review.
3 - Council Budget	Yes	The annual review of the Cabinet's budget proposals for 2017/18 will take place at the Scrutiny Committee meeting on 26 January 2017.
4 – Fees and charges	Yes	The Committee has traditionally reviewed the Cabinet's proposals for setting Fees and Charges for Council Services for the next financial year. This is likely to take place at the Scrutiny Committee meeting on 16 November 2016.
5 – Leisure and tourism	Yes	This review is being taken forward by a Task and Finish Group. A report is due to be considered by the Committee on 12 October 2016.
6 - Housing services	Yes	This review is being taken forward by a Task and Finish Group. A report is due to be considered by the Committee on 12 January 2017.
7 – Development management	Yes	This review is being taken forward by a Task and Finish Group. A report is due to be considered by the Committee on 12 January 2017.
8 – Update on Sittingbourne Town Centre regeneration	Yes	An update on Sittingbourne Town Centre Regeneration was provided at the Committee meeting on 31 August 2016 and recommendations were made to Cabinet on which a response is awaited.
Street cleansing	No	Suggested at Scrutiny Committee meeting on 9 June.
Mid Kent Services update	No	Suggested at the Scrutiny Committee meeting on 9 June. During the 2014/15 Municipal Year, a Task and Finish Group of the Committee had undertaken a joint review of Mid Kent Improvement Partnerships (MKIP – now renamed Mid

Topic	Ongoing review/activity?	Commentary
		Kent Services (MKS)) with Maidstone and Tunbridge Wells Scrutiny Committees of Governance and Communications. The Committee receive a report on the implementation of recommendations made in that report at each meeting, but the purpose of this would be a more general update on MKS services. Alternatively, this could be held as an all-Member briefing as part of the regular development/training slots?
Troubled Families programme	No	This is something SBC does in partnership with the Kent County Council-led programme, so could possibly be done as part of an update?
Safeguarding	No	Again, is this something that is more appropriate as an update?