



A Borough to be proud of

Hinckley & Bosworth
Borough Council

Overview and Scrutiny Work Programme 2012/2013

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Welcome to Hinckley and Bosworth Borough Council's Overview and Scrutiny Work Programme, which sets out the work to be carried out by the Council's Overview & Scrutiny function during 2012/2013.

A structured, focussed and supported scrutiny process, which dovetails into the Council's wider democratic, performance and financial management processes, provides for an evidence based approach to challenging and developing the Council's long term vision and priorities and ensuring that the needs of the Borough's Citizens are met.

This is the seventh year that we have managed the work of scrutiny through a work programme. Following a review of progress in November 2005, it was proposed that future work programmes be configured into the following categories to better represent all the roles and responsibilities of the Overview and Scrutiny Function:

- **Scrutiny Topics** – This includes items of particular interest to overview and scrutiny that can be classified as 'scrutiny topics' to investigate in particular detail.
- **Performance Management Information** – Information provided by the council identifying current performance levels against performance indicators, progress with implementation of business delivery plans, best value reviews and service improvement projects. This is in accordance with the Council's Performance Management Framework.
- **Participation in Policy Development Issues** – These are issues being revised or introduced by the Council or other external organisations. The Overview and Scrutiny Function should be engaged in the development of such matters so that the decision-making body (Executive, Council or external organisation) are informed of all possible views before taking a decision / agreeing a new policy.
- **Tracking of implementation with previous recommendations** – The scrutiny commission will review progress with the implementation of previously agreed recommendations.
- **Committee Management Issues** – These include the minutes of previous meetings, progress reports on actions, overview and scrutiny work programmes and development issues for the overview and scrutiny function.

The Work Programme ensures that Scrutiny's work is:

- outcome focussed;
- prioritised accordingly;
- resourced properly; and
- project planned properly.

The Work Programme has been designed to ensure it is a living document and it will be reviewed at each meeting of the Scrutiny Commission, and the Finance, Audit & Performance Committee will also review its section at each of its meetings, to ensure it remains focussed and relevant.

*Councillor Matthew Lay
Chairman of Scrutiny Commission*

SCRUTINY COMMISSION

TIMETABLE

Scrutiny Commission – Thursday 14 March 2013					
Function	Activity/ Objective	Reason	Vision, Values and Aims	Responsible (member/ officer)	External Involvement
Scrutiny topics	Section 106 developer contributions	Request of Commission for further information	All	SLB	
	Dog fouling – enforcement	Request of commission	Safer & healthier borough		
	Capital projects	Request of Commission for update	All	SLB/ Executive	
	Welfare Reform & impact on residents	Monitoring of impact on community to enable identification and support	All	SLB / COB / Executive	
Performance Management Information					
Participation in Policy Development Issues	Planning policy	Update on progress re site allocations & core strategy	All	Deputy Chief Exec (Community Direction)	
	Economic Regeneration Strategy	Action Plan Update	Thriving Economy	Deputy Chief Executive (Community Direction)	
Tracking Of implementation of previous recommendations	Disabled Facilities Grant	Request for information on future budget	All	Deputy Chief Executive (Corporate Direction)	
Committee Management Issues	Draft Protocol – PCP & LCC Scrutiny Commission	Consider suggestion of Leics County Council & its draft protocol	Safer & healthier borough	Scrutiny Commission / Head of Corporate & Scrutiny Services	Leicestershire County Council

Scrutiny Commission - Thursday 25 April 2013

Function	Activity/ Objective	Reason	Vision, Values and Aims	Responsible (member/ officer)	External Involvement
Scrutiny Topics	Linking colleges with industry	Request of commission	Thriving economy	Deputy Chief Exec (Community Direction)	LEP, colleges, businesses
	Welfare Reform	Update on progress and latest position	All	SLB / Executive	
	Parish & Community Initiative Fund	Annual report	Strong & Distinctive Communities	SLB	
Performance Management Information					
Participation in Policy Development Issues					
Tracking Of implementation of previous recommendations	Environmental Improvement Programme	Year end update as requested August 2012			
	Review of anti-poverty strategy	In light of welfare reforms – update on impact	All	SLB / Executive	Partners / community & voluntary sector / public
Committee Management Issues					