

SERVICES SELECT COMMITTEE - WORK PLAN 2012/13

Topic	14 January 2013	4 April 2013	June 2013	September 2013	1 November 2013
In-Depth Scrutiny		Under Occupation of Social Housing Action Plan review			
			Universal Credits Action Plan Review		
Housing (Pat Smith)	SDHR amended Allocation Policy and Sevenoaks District Tenancy Strategy		Affordable Housing Position Report		
Licensing (Richard Wilson)		Licensing Update Report (information only)			
Payments & Benefits (Adrian Rowbotham)				Business Rates Retention Benefits Performance	Revenues and Benefits Partnership Update
Human Resources (Syreeta Gill)					

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Information Technology (Jim Carrington-West)		Members IT Working Group – Disaster Recovery Arrangements Annual IT Update (information only)			
Waste and Recycling (Richard Wilson)					
Communications & Customer Service		Customer Services Report (information only)			
Budget (Adrian Rowbotham)	Localising Support for Council Tax - Update	Localising Support for Council Tax - Update			Review of Service Plans Review of Budget Proposals for 2014/15
Referral of Performance Issues from P&G Committee			Human Resources Update (information only)		
Other					

Key Stages of In-Depth Scrutiny Review

Stage 1 – Scoping and identifying key lines of inquiry

Stage 2 – Familiarisation with subject area

Stage 3 – Submission of evidence

Stage 4 – Deliberation/Consideration of Options

Stage 5(a) – Formulation of recommendations and reporting

Stage 5(b) – Outcomes

Stage 6 – Review and Monitoring

Working Group Membership 2012/13

Members IT Working Group

Cllrs. Abraham, Ayres, Mrs. Dibsdall, Pett (Chairman) and Scholey

Members' Under-occupation of Social Housing Working Group

Cllrs. Mrs Ayres, Mrs George, Mrs Parkin, Piper and Miss Stack.

Members' Universal Credits Working Group

Cllrs. Ball, Firth*, Hogarth*, Horwood and Raikes.

*Visiting member– not a member of Services Select Committee