

SERVICES SELECT COMMITTEE - WORK PLAN 2011/12

Topic	3 April 2012	June 2012	September 2012	November 2012	January 2013
In-Depth Scrutiny	Under-occupation of Social Housing – Stages 4 to 5 (<i>to provide/agree recommendations and options</i>)	Under-occupation of Social Housing – final strategy and action plan			
	Universal Credits – Stages 4 and 5(a)	Universal Credits – Stage 5(b)	Universal Credits – Stage 6		
Housing (Pat Smith)		Affordable Housing Position Report (information only)	SDHR amended Allocation Policy		
Licensing (Richard Wilson)				Licensing Update Report (information only)	
Payments & Benefits (Tricia Marshall)				Revenues and Benefits Partnership Update	

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Human Resources (Tricia Marshall)	Human Resources Update (information only)				
Information Technology (Jim Carrington-West)		Annual IT Update (information only)			
Waste and Recycling (Richard Wilson)		Waste Recycling Report			
Communications & Customer Service					Customer Services Report (information only)
Budget (Tricia Marshall)		Localising Support for Council Tax Retention of Business Rates		Review of Service Plans Review of Budget Proposals for 2013/14	
Referral of Performance Issues from P&G Committee		Sickness Absence - Update			
Other					

*Items to be confirmed by the Head of Housing.

Kent and Medway Forum strategy*

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

Members IT Working Group

Cllrs. Abraham, Edwards-Winsor, Pett (Chairman), Scholey and Walshe.

Members' Under-occupation of Social Housing Working Group

Cllrs. Mrs Ayres, Mrs George, Horwood, Mrs Parkin and Piper.

Members' Universal Credits Working Group

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