SUBMISSION TO COMMUNITY, HOUSING AND HEALTH OVERVIEW AND SCRUTINY COMMITTEE

Date : 24ᵗʰ September 2012

Agenda item:7

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SUBMISSION BY STRATEGIC DIRECTOR - COMMUNITY, HOUSING AND HEALTH

SERVICE PLANNING 2013/14

1.	**Purpose of the report**

1.1   To advise Members that the Council's service and financial planning process will be initiated during the autumn and to invite Members to take part in the Panels which will be established to scrutinise the process.

2.	**Background**

2.1   During the autumn, all Service Managers are requested to undertake a review of their service area, prepare a service plan for the forthcoming financial year and identify the operational and financial pressures which are emerging as well as potential efficiencies which could improve value for money of the services being delivered on the ground.

2.2   In order to ensure that Members are fully involved in this process, two Panels will be established during the late autumn

- Housing and Environmental Health
- Community and Partnerships

2.3   These Panels will be established to scrutinise the service plans and budget proposals for the Community, Housing and Health Directorate and will be asked to advise the respective Cabinet Members on whether Service Plans are consistent with the strategic aims and objectives of the District Council as set out in the new Plan for Lichfield District and also to help make choices between priorities where this is needed.

2.4   Each Panel should be comprised of up to 7 Members and will meet once. Members are asked to consider which of the Panels they would wish to volunteer to participate in the so that further arrangements can be made

2.5   Each Panel will be required to report a summary back to the full Community, Housing and Health Committee in January 2013.

3.	**Recommendation**

3.1   Members are requested to volunteer to participate in one of the Panels which will be established to support the service planning process during autumn 2012.