

Corporate Scrutiny Committee – WORK PROGRAMME (as at 15/05/24)

| Date of Meeting | Item | Lead Officer | Witnesses | Indicative Agenda Item Duration |
|------------------------|--|---|------------------|--|
| August 2024 | | | | |
| 29 August 2024 | Performance Monitoring Report | Mike Murphy, Head of Human Resources and Organisational Development | | 30 minutes |
| December 2024 | | | | |
| 5 December 2024 | Performance Monitoring Report | Mike Murphy, Head of Human Resources and Organisational Development | | 30 minutes |
| 5 December 2024 | Draft Housing Revenue Account (HRA) Budget and Rents 2025/26 | Paul Stone, Strategic Director of Resources (Section 151 Officer) | | 30 minutes |
| 5 December 2024 | Draft General Fund Budget 2025/26 | Paul Stone, Strategic Director of Resources (Section 151 Officer) | | 30 minutes |

| Date of Meeting | Item | Lead Officer | Witnesses | Indicative Agenda Item Duration |
|-------------------|---|---|-----------|---------------------------------|
| March 2025 | | | | |
| 13 March 2025 | Performance Monitoring Report | Mike Murphy, Head of Human Resources and Organisational Development | | 30 minutes |
| 13 March 2025 | Transformation Programme Update | Paul Stone, Strategic Director of Resources (Section 151 Officer) | | 30 minutes |
| 13 March 2025 | Housing Repairs Performance Annual Update | Jane Rochelle, Head of Housing | | 30 minutes |
| May 2025 | | | | |
| 8 May 2025 | Performance Monitoring Report | Mike Murphy, Head of Human Resources and Organisational Development | | 30 minutes |
| 8 May 2025 | Customer Services Annual Report | Nichola Oliver, Customer Services Team Manager | | 30 minutes |

Work requests considered by the Scrutiny Work Programming Group

| Work Request | Status/Progress | Committee date to be considered (provisional) |
|-------------------------------|--|---|
| Housing Repairs Update Report | Report to be considered towards the end of 2024. | March 2025 |

Principles and Criteria used for Assessing Items Put Forward

Identify Issues for consideration by Scrutiny

- Consulting with members of Scrutiny Committees, senior officers, Cabinet members – horizon scanning on policy development
- Looking at the corporate priorities, Council Delivery Plan and Cabinet Forward plan – identify key issues/topics for investigation/inquiry
- Considering events and decisions in the Council’s calendar which could require an input/consultation via scrutiny – eg budget setting, CDP development
- Considering requests from members – eg via another forum or scoping report submitted
- Evaluating the Council’s performance – eg quarterly reports, end of year reports, reviewing success of a particular scheme or initiative
- Reviewing any follow up work required after previous scrutiny work

Prioritise the potential list of scrutiny topics based on factors including

- the resources required to deliver it (from members, offices and financially)
- the value and level of impact which could be achieved
- link to the council’s priorities
- whether it is a regular recurring item which requires consideration before Cabinet/Council approval
- consideration of the guidance for selecting scrutiny topics

| Topics are suitable for Scrutiny when | Topics are not suitable for Scrutiny when |
|---|--|
| Scrutiny could have an impact and add value | The issue is already being addressed elsewhere and change is imminent |
| The topic is of high local importance and reflects the concerns of local people | The topic would be better addressed elsewhere (and will be referred there) |
| The resources are available that would be required to conduct the review – staff and budget | Scrutiny involvement would have limited or no impact on outcomes |
| It avoids duplication of work elsewhere | The topic would be sub-judice or prejudicial to the councils interests |
| The issues is one that the committee can realistically influence | The topic is too broad to make a review realistic |
| The issue is related to an area where the council or one of its partners is not performing well | New legislation or guidance relating to the topic is expected in the next year |

PREVIOUS SCRUTINY RECOMMENDATIONS TO CABINET

No recommendations have been presented to the Cabinet since the last meeting of the Corporate Scrutiny Committee.