

Corporate Scrutiny Committee – WORK PROGRAMME (as at 25/11/24)

Date of Meeting	Item	Lead Officer	Witnesses	Indicative Agenda Item Duration
January 2025				
7 January 2025	<p>Draft Budget 2025/26</p> <p>To present the component elements of the budget reports, ahead of them being presented to the Cabinet on 9 January 2025, as an important step in the 2025/26 budget consultations.</p>	Paul Stone, Strategic Director of Resources (Section 151 Officer)		30 minutes
March 2025				
13 March 2025	<p>Performance Monitoring Report</p> <p>To report on the Council’s performance during 2024/25 Q3, measured against the indicators as set out in the Council Delivery Plan 2023-2028</p>	Mike Murphy, Head of Human Resources and Organisational Development		30 minutes
13 March 2025	<p>2024/25 Q2 Finance Performance Monitoring</p> <p>For Members to note and comment on the performance of the General Fund and Housing Revenue Account (HRA) budgets, during 2024/25 Q2.</p>	Anna Crouch, Head of Finance		30 minutes

Date of Meeting	Item	Lead Officer	Witnesses	Indicative Agenda Item Duration
13 March 2025	<p>Workforce Strategy</p> <p>To consider new medium and long-term policies relating to the Council's workforce, i.e., recruitment, retention, the use of apprenticeship schemes and aims to reduce the use of agency staff, ahead of the new strategy being presented to the Cabinet.</p>	Mike Murphy, Head of Human Resources and Organizational Development		30 minutes
13 March 2025	<p>Housing Repairs Performance Annual Update</p> <p>The Committee having previously agreed that this report is to be a standing item annually, this report will set out housing repairs performance and highlight the issues impeding delivery of an efficient and good housing service to Council tenants.</p>	Jane Rochelle, Head of Housing		30 minutes
May 2025				
8 May 2025	<p>Performance Monitoring Report</p> <p>To report on the Council's performance during 2024/25 Q4, measured against the indicators as set out in the Council Delivery Plan 2023-2028.</p>	Mike Murphy, Head of Human Resources and Organisational Development		30 minutes

Date of Meeting	Item	Lead Officer	Witnesses	Indicative Agenda Item Duration
8 May 2025	<p>2024/25 Q3 Finance Update</p> <p>For Members to note and comment on the performance of the General Fund and Housing Revenue Account (HRA) budgets, during 2024/25 Q3.</p>	Anna Crouch, Head of Finance		30 minutes
8 May 2025	<p>Customer Services Annual Report</p> <p>The Committee having previously agreed that this report is to be a standing item annually, this report will set out performance metrics used and what action has and is planned to be taken to address any areas of concerns, the current strategies and recent history of changes impacting on the service, current and historic performance, comparison to other councils and corporate complaints performance.</p>	Nichola Oliver, Customer Services Team Manager		30 minutes

Work requests considered by the Scrutiny Work Programming Group

Corporate Scrutiny Committee	
Request	Update

No current work requests.

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

Since the last meeting of the Corporate Scrutiny Committee, the Cabinet has been presented with the comments of the Corporate Scrutiny Committee on the Equality, Diversity and Inclusion report, and the Corporate Charging Policy report, at the meeting of the Cabinet in September 2024; the Cabinet were also presented with the comments of the Corporate Scrutiny Committee on the Quarter 1 2024/25 Performance Monitoring report in October 2024, in line with the process agreed in the Council Delivery Plan in November 2023. However, as the Committee did not formally move any recommendations on these reports, none were presented to the Cabinet.