DRAFT ORGANISATION WORK PROGRAMME 2018/19
WEDNESDAY AT 3:00PM

MEETING DATE	AGENDA ITEM	SCRUTINY ACTIVITY	WHAT IT WILL COVER	UPDATE/COMMENTS
4th July 2018	Remit of the Committee		• Scene setting – the terms of reference for the Committee • How the Committee operates – Discussion	Sue Veerman - Overview and Scrutiny Manager/Committee Members
	Selection of Scrutiny Review Topic	Review	• To consider suggestions for review and select a topic for the Scrutiny Review • Consider what we want to look at • Consider stakeholders who we want to see	Committee members
	Draft Work Programme	Consultee, monitor and challenge	• To consider the draft work programme for the year and items for inclusion	Committee Members/ Sue Veerman - Overview and Scrutiny Manager
	Review of the Comments, Compliments and Complaints Policy	Consultee, monitor and challenge	• To consider the reviewed Policy	Sarah Sternberg, Head of Service – Corporate Governance and Monitoring Officer

Agenda Item No 6

	Annual Report of Human Resources and Organisational Development	monitor and challenge	• Employee Health and Wellbeing • Organisational Development • Apprentices • Question and Answer Session	Human Resources
	List of key decisions	Consultee, monitor and challenge	• To consider the list of key decisions	Sue Veerman- Overview and Scrutiny Manager
5th September 2018	Scrutiny Review	monitor and challenge	• Scene setting • Approval of Project Plan and timetable • Drafting of questions	Scott Chambers – Communications Manager Committee Committee
	Action plan – previous Scrutiny Review	monitor and challenge	• To consider whether the action plan – Health and Wellbeing and Morale can be signed off	Sara Gordon - HR Manager
	Action plan - lead officer response	monitor and challenge	• To consider the lead officers response to the Scrutiny Review – Job Evaluation and Associated Benefits	
	Customer Service Report 2017/18	Consultee, monitor and challenge	• To consider the report on Customer Services for 2017/18	Rachel Pope – Customer Services Operational Manager

	List of key decisions	Consultee, monitor and challenge	• To consider the list of key decisions	Sue Veerman Overview and Scrutiny Manager
	Scrutiny Work Programme	Consultee, monitor and challenge	• To consider the Committees' work programme	Sue Veerman Overview and Scrutiny Manager
7th November 2018	Scrutiny Review	Consultee, monitor and challenge	• **Interviews** ➢ 3:00 pm Marketing and Design Officer – Accepted ➢ 3:30 pm – Digital Media Officer - Accepted ➢ 4:00pm Communications Manager – Rykneld Homes – Accepted ➢ Citizen Panel Results on The News ➢ Communications Team Satisfaction Survey 2016 (2017 available shortly)	
	List of key decisions	Consultee, monitor and challenge	• To consider the list of key decisions	Sue Veerman Overview and Scrutiny Manager
	Scrutiny Work	Consultee,	• To consider the Committees' work	Sue Veerman

	Programme	monitor and challenge	programme	Overview and Scrutiny Manager
16th January 2019	Scrutiny Review	Review	• **Interviews** ➢ 3:00 pm Communications and Marketing Manager – Accepted ➢ 3:30 pm Councillor S Fritchley - Accepted ➢ 4:00pm Derbyshire Times Editor - Accepted ➢ 4:30 pm Managing Director – Rykneld Homes -Invited	
	List of key decisions	Consultee, monitor and challenge	• To consider the list of key decisions	Sue Veerman Overview and Scrutiny Manager
	Scrutiny Work Programme	Consultee, monitor and challenge	• To consider the Committees' work programme	Sue Veerman Overview and Scrutiny Manager
6th March 2019	Scrutiny Review	Review	Interview: 3:00pm Portfolio Holder – Councillor R Smith - Accepted	
	Scrutiny Review	Review	To consider any further evidence received	Committee Members

	Scrutiny Review	Review	• Triangulation of evidence – Scrutiny Review	Committee Members
	Action plan from lead officer on Job Evaluation and Associated Benefits Scrutiny Review	Consultee, monitor and challenge	• To consider the progress against the action plan	Sara Gordon HR Manager Accepted
	List of Key Decisions	Consultee, monitor and challenge	• To consider the list of key decisions	Sue Veerman - Overview and Scrutiny Manager
	Scrutiny Work Programme	Consultee, monitor and challenge	• To consider the Committee's Work Programme	Sue Veerman - Overview and Scrutiny Manager
17th April 2019	Draft Scrutiny Review report	Review	• To agree the draft report for Scrutiny Review	
	Transformation Programme Update	monitor and challenge	• To consider progress against the action plan	Lee Hickin – Director Accepted
	TBC			
	Monitoring of O&S recommendations	Monitor	• To monitor the implementation of previous committee and review recommendations	Sue Veerman - Overview and Scrutiny Manager
	List of key decisions	Consultee, monitor and	• To consider the list of key decisions	Sue Veerman - Overview and Scrutiny

		challenge		Manager
	Scrutiny Work Programme	Consultee, monitor and challenge	• To consider whether the Committees' work programme has been completed at year end	Sue Veerman - Overview and Scrutiny Manager