

**ORGANISATION SCRUTINY COMMITTEE
WORK PROGRAMME 2015/16**

Wednesday at 3:00 pm

MEETING DATE	AGENDA ITEMS	SCRUTINY ACTIVITY	WHAT WILL IT COVER	UPDATE/COMMENTS
17th June, 2015	Remit of the Committee		<ul style="list-style-type: none"> • Scene setting – the terms of reference for the committee • How the Committee operates • Previous reviews recently undertaken • How reviews are undertaken 	Sue Broadhead – Overview and Scrutiny Manager
	Draft Work Programme	Consultee, monitor and challenge	<ul style="list-style-type: none"> • To consider the draft work programme 	Sue Broadhead – Overview and Scrutiny Manager
	Transformation Programme	Monitor and challenge	<ul style="list-style-type: none"> • Overview of the Transformation Programme by the Director of Transformation 	Paul Hackett in attendance
	Business Development	Monitor and challenge	<ul style="list-style-type: none"> • Update from the Business Development Manager 	Liz Ball in attendance
	Selection of Scrutiny Review Topic	Review	<ul style="list-style-type: none"> • To discuss and select a topic for the Scrutiny 	Committee members

			Review <ul style="list-style-type: none"> • What we want to look at • Who we want to see 	
	List of key decisions	Monitor and challenge	<ul style="list-style-type: none"> • To consider the list of key decisions 	Sue Broadhead – Overview and Scrutiny Manager
29th July, 2015	CANCELLED			
16th September, 2015	Customer Services Transformation	Monitor and challenge	<ul style="list-style-type: none"> • To consider how the service will meet the Corporate Priority to increase customer confidence and satisfaction with Council services and improve customer contact and access to information 	Jane Foley – AD Customer Services and Improvement in attendance
	Revenue Strategy	Monitor	<ul style="list-style-type: none"> • To consider an update on progress 	Jane Foley AD – Customer Service and Improvement in attendance
	Media Communications	Monitor and challenge	<ul style="list-style-type: none"> • To consider how the Council communicates with the Media 	Scott Chambers – Communications Manager/ Councillor A Powell in attendance
	Extract from Standards Committee		<ul style="list-style-type: none"> • To consider a recommendation from Standards Committee 	Sue Broadhead – Overview and Scrutiny Manager
	Scrutiny Review – Performance	Review	<ul style="list-style-type: none"> • To receive a scene setting presentation 	Lead Officer – Paul Hackett – Director of

	Related Pay		<ul style="list-style-type: none"> from lead officer To agree the Project Plan and timetable Members to consider the questions they want to ask stakeholders 	Transformation in attendance
	Human Resources	Monitor and challenge	<ul style="list-style-type: none"> To consider an overview of the role of Human Resources within the organisation 	Sarah Gordon – Acting Human Resources Manager in attendance
	List of key decisions	Monitor and challenge	<ul style="list-style-type: none"> To consider the list of key decisions 	Sue Broadhead – Overview and Scrutiny Manager
	Scrutiny Work Programme	Consultee, monitor and challenge	<ul style="list-style-type: none"> To consider the Committees' work programme 	
11th November, 2015	CANCELLED			
9th December, 2015 (Rearranged meeting)	Performance Related Pay		<ul style="list-style-type: none"> To consider any conclusions 	
	Administrative Arrangements and joint officers		<ul style="list-style-type: none"> To consider a further review topic 	
6th January, 2016	Administrative Arrangements and joint officers		<ul style="list-style-type: none"> Consideration of data/evidence 	
	Whistle blowing Policy		<ul style="list-style-type: none"> To consider the Councils Whistle blowing Policy that 	Sarah Sternberg – Assistant Director

			is being reviewed by Standards Committee and input into the process	Governance and Monitoring Officer in attendance
3RD February, 2016 (Rearranged meeting)	Administrative Arrangements and joint officers		<ul style="list-style-type: none"> Consideration of data/evidence 	A Human Resources representative will be in attendance
9th March, 2016	Review	Challenge	<ul style="list-style-type: none"> Triangulations of Evidence 	Committee Members/ Overview and Scrutiny Manager
	List of key decisions	Monitor and challenge	<ul style="list-style-type: none"> To consider the list of key decisions 	Sue Broadhead – Overview and Scrutiny Manager
	Scrutiny Work Programme	Consultee, monitor and challenge	<ul style="list-style-type: none"> To consider the Committees' work programme 	
13th April, 2016	Draft Scrutiny Review Report	Review	<ul style="list-style-type: none"> To finalise the scrutiny review report 	
	Investors In People		<ul style="list-style-type: none"> An update on retaining accreditation against the Investor in People extended framework and progress against improvement action plan 	Janice Baltrop-Invited awaiting response
	Strategic Alliance People Strategy and action plan	Monitor and challenge	<ul style="list-style-type: none"> To consider progress 	To be invited
	ICT Update	Monitor and challenge	<ul style="list-style-type: none"> To consider an update from the ICT Manager 	Nick Blaney in attendance - Accepted

	Transformation Programme	Monitor and challenge	<ul style="list-style-type: none"> To receive an update on progress 	Paul Hackett -Joint Executive Director – Transformation and Jane Foley – Assistant Director of Customer Services and Improvement - Accepted
	Monitoring of O&S recommendations	Monitor	<ul style="list-style-type: none"> To monitor the implementation of previous committee and review recommendations 	Sue Broadhead – Overview and Scrutiny Manager
	List of key decisions	Consultee, monitor and challenge	<ul style="list-style-type: none"> To consider the list of key decisions 	Sue Broadhead – Overview and Scrutiny Manager
	Scrutiny Work Programme	Consultee, monitor and challenge	<ul style="list-style-type: none"> To consider whether the Committees' work programme has been completed at year end 	