

**DRAFT ORGANISATION SCRUTINY COMMITTEE
WORK PROGRAMME 2016/17**

Wednesday at 3:00 pm

MEETING DATE	AGENDA ITEMS	SCRUTINY ACTIVITY	WHAT WILL IT COVER	UPDATE/COMMENTS
29th June, 2016	Remit of the Committee		<ul style="list-style-type: none"> • Scene setting – the terms of reference for the committee • How the Committee operates 	Sue Veerman – Overview and Scrutiny Manager
	Selection of Scrutiny Review Topic	Review	<ul style="list-style-type: none"> • To discuss and select a topic for the Scrutiny Review • What we want to look at • Who we want to see 	Committee members
	Draft Work Programme	Consultee, monitor and challenge	<ul style="list-style-type: none"> • To consider the draft work programme 	Sue Veerman – 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
	List of key decisions	Monitor and challenge	<ul style="list-style-type: none"> • To consider the list of key decisions 	Sue Veerman – Overview and Scrutiny Manager

27th July, 2016	Scrutiny Review	Review`	<ul style="list-style-type: none"> • To receive a scene setting presentation from Lead Officer • To agree the Project Plan and timetable • Members to consider the questions they want to ask stakeholders 	Lead Officer Overview and Scrutiny Manager
	Response and/or action plans from Scrutiny Reviews on Performance Related Pay and Administrative Arrangements and Joint Officer	Review	<ul style="list-style-type: none"> • To consider Cabinet and Lead Officer response to the previous year's reviews 	Paul Hackett – Director of Transformation
	Employee Survey	Monitor and challenge	<ul style="list-style-type: none"> • To consider the results of the Employee Survey and any related action plan 	Stephanie Barker – Assistant Director of Human Resources and Payroll
	Human Resources Item?	Monitor and challenge	<ul style="list-style-type: none"> • tbc 	Stephanie Barker – Assistant Director of Human Resources and Payroll
14th September, 2016	Scrutiny Review	Challenge	<ul style="list-style-type: none"> • Interviews 	

9th November, 2016	Scrutiny Review	Challenge	<ul style="list-style-type: none"> Interviews 	
4th January, 2017	Scrutiny Review	Challenge	<ul style="list-style-type: none"> Interviews 	
8th March, 2017	Review	Challenge	<ul style="list-style-type: none"> Triangulations of Evidence 	Committee Members/ Sue Veerman Overview and Scrutiny Manager
	Administrative Arrangements and joint officers	Monitor	<ul style="list-style-type: none"> To monitor action plan 	
	Strategic Alliance People Strategy 2016 – 2019	Monitor and Challenge	<ul style="list-style-type: none"> To receive an update on progress against the action plan 	Stephanie Barker – Assistant Director of Human Resources and Payroll
	Tbc		<ul style="list-style-type: none"> 	
	List of key decisions	Monitor and challenge	<ul style="list-style-type: none"> To consider the list of key decisions 	Sue Veerman – Overview and Scrutiny Manager
	Scrutiny Work Programme	Consultee, monitor and challenge	<ul style="list-style-type: none"> To consider the Committees' work programme 	

12th April, 2017	Draft Scrutiny Review Report	Review	<ul style="list-style-type: none"> To finalise the scrutiny review report for 	Sue Veerman – Overview and Scrutiny Manager/Committee Members
	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 -
	Monitoring of O&S recommendations	Monitor	<ul style="list-style-type: none"> To monitor the implementation of previous committee and review recommendations 	Sue Veerman – 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 Veerman – Overview and Scrutiny Manager
	Scrutiny Programme Work	Consultee, monitor and challenge	<ul style="list-style-type: none"> To consider whether the Committees' work programme has been completed at year end 	
	Tbc			
	Tbc			
	Tbc			

Items suggested: What is brand? - Councillor A Powell,

Vacancy Lag – Councillor R Welton