

**ORGANISATION WORK PROGRAMME 2022/23
TUESDAY AT 10:00 AM**

CHAIR: Cllr S Clough VICE CHAIR: Cllr M Emmens

MEETING DATE	AGENDA ITEM	SCRUTINY ACTIVITY	WHAT IT WILL COVER	UPDATE/COMMENTS
19 July 2022	Remit of the Committee		<ul style="list-style-type: none">• Briefing on Scrutiny:<ul style="list-style-type: none">- Setting the scene- The terms of reference of the Committee- How the Committee operates, ways of working - Discussion	Damon Stanton – Senior Scrutiny Officer/ Committee Members
	Selection of Scrutiny Review Topic	Review	<ul style="list-style-type: none">• 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
	Review Report	Review	<ul style="list-style-type: none">• To agree the Scrutiny Review Report	Committee

			– ICT & Transformation	Senior Scrutiny Officer
	Draft Work Programme	Consultee, monitor and challenge	<ul style="list-style-type: none"> To consider the draft work programme for the year and any suggested items for inclusion 	Committee Members/ Damon Stanton – Senior Scrutiny Officer
	List of key decisions	Consultee, monitor and challenge	<ul style="list-style-type: none"> To consider the Forward Plan of Executive Decisions 	Damon Stanton – Senior Scrutiny Officer
06 September 2022	Annual Report of Human Resources and Organisational Development	Monitor and challenge	<ul style="list-style-type: none"> ➤ Organisational Development ➤ Apprentices ➤ Question and Answer Session 	Human Resources Manager INVITED
	Scrutiny Review	Review	<ul style="list-style-type: none"> ➤ Scoping of Review including scene setting 	Lead Officer Committee
	Previous Scrutiny Review	Review	<ul style="list-style-type: none"> To Consider progress against the Action Plan – WFH during the Pandemic 	Sara Gordon HR & OD Manager
	List of key decisions	Consultee, monitor and challenge	<ul style="list-style-type: none"> To consider the Forward Plan of Executive Decisions 	Damon Stanton – Senior Scrutiny Officer Manager
	Scrutiny Work Programme	Consultee, monitor and	<ul style="list-style-type: none"> To consider the Committees’ work 	Damon Stanton – Senior Scrutiny Officer

		challenge	programme	
15 November 2022	Scrutiny Review		<ul style="list-style-type: none"> • Approval of Project Plan • Approval of timetable for the review • Documentation: 	
	Scrutiny Review	Review	<ul style="list-style-type: none"> • Interviews TBC 	
	List of key decisions	Consultee, monitor and challenge	<ul style="list-style-type: none"> • To consider the Forward Plan of Executive Decisions 	Damon Stanton – Senior Scrutiny Officer
	Scrutiny Work Programme	Consultee, monitor and challenge	<ul style="list-style-type: none"> • To consider the Committees’ work programme 	Damon Stanton – Senior Scrutiny Officer
24 January 2023	Scrutiny Review	Review	<ul style="list-style-type: none"> • Interviews TBC 	
	Transformation Programme update	Monitor and challenge	<ul style="list-style-type: none"> • To consider progress against the action Plan 	Matt Broughton – HOS
	List of key decisions	Consultee, monitor and challenge	<ul style="list-style-type: none"> • To consider the Forward Plan of Executive Decisions 	Damon Stanton – Senior Scrutiny Officer
	Scrutiny Work	Consultee,	<ul style="list-style-type: none"> • To consider the Committees’ work 	Damon Stanton – Senior

	Programme	monitor and challenge	programme	Scrutiny Officer
14 March 2023	Scrutiny Review	Review	<ul style="list-style-type: none"> • Triangulation of evidence – Scrutiny Review 	Committee Members
	List of Key Decisions	Consultee, monitor and challenge	<ul style="list-style-type: none"> • To consider the Forward Plan of Executive Decisions 	Damon Stanton – Senior Scrutiny Officer
	Scrutiny Work Programme	Consultee, monitor and challenge	<ul style="list-style-type: none"> • To consider the Committee’s Work Programme 	Damon Stanton – Senior Scrutiny Officer
16 May 2023	Draft Scrutiny Review report	Review	<ul style="list-style-type: none"> • To agree the draft report for Scrutiny Review 	
	Monitoring of O&S recommendations	Monitor	<ul style="list-style-type: none"> • To monitor the implementation of previous committee and review recommendations 	Damon Stanton – Senior Scrutiny Officer
	List of key decisions	Consultee, monitor and challenge	<ul style="list-style-type: none"> • To consider the Forward Plan of Executive Decisions 	Damon Stanton – Senior Scrutiny Officer
	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 	Damon Stanton – Senior Scrutiny Officer

