

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 (at 3pm)	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 <i>Accepted</i>
	Scrutiny Review 2022/23	Review	<ul style="list-style-type: none"> ➤ Scoping of Review including scene setting – Planning Enforcement 	Richard Purcell – Assistant Director of Planning Ken Eastwood – Assistant Director of Environmental Health Cllr Charlotte Cupit – Deputy Leader & Portfolio Holder for

				Environmental Services
	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
15 November 2022	Working from home	Monitor and challenge	<ul style="list-style-type: none"> To receive an update on the Council’s agile working policy and plans for Mill Lane. 	Sarah Sternberg Sara Gordon Matt Broughton Lee Hickin Accepted
	Staff vacancies	Monitor and challenge	<ul style="list-style-type: none"> To discuss staff turnover and vacancy rates at the Council 	Sarah Sternberg Sara Gordon Matt Broughton Lee Hickin Accepted
	Scrutiny Review	Review	<ul style="list-style-type: none"> To receive a report outlining Planning Enforcement procedures and multi-agency working 	Richard Purcell – Assistant Director of Planning Ken Eastwood – Assistant Director of Environmental Health
	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"> Approval of Project Plan Approval of timetable for the review Documentation: 	
		Review	<ul style="list-style-type: none"> Interviews TBC 	
	Transformation Programme update	Monitor and challenge	<ul style="list-style-type: none"> To consider an update on the Transformation Programme 	Steve Lee – 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 Programme	Consultee, monitor and challenge	<ul style="list-style-type: none"> To consider the Committees' work programme 	Damon Stanton – Senior Scrutiny Officer
14 March 2023	Scrutiny Review	Review	<ul style="list-style-type: none"> Triangulation of evidence – Scrutiny Review 	Committee Members
	Rykneld Homes	Consultee and monitor	<ul style="list-style-type: none"> To receive an update on Rykneld Homes 	Lorraine Shaw – Managing Director Rykneld Homes Ltd

	Previous Review	Review	<ul style="list-style-type: none"> To consider progress against the action plan – working from home 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
	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 	
	Previous Review	Review	<ul style="list-style-type: none"> To consider the lead office response – previous scrutiny review on ICT & Transformation 	<p>Jayne Dethick – Director of Finance & Resources & S151 Officer</p> <p>Steve Lee – Assistant Director of Transformation & Communication</p>
	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,	<ul style="list-style-type: none"> To consider the Forward Plan of 	Damon Stanton – Senior

		monitor and challenge	Executive Decisions	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