

**BUSINESS SCRUTINY WORK PROGRAMME 2024/25**  
**MONDAY/15:00HRS**  
**CHAIR: CLLR SUZY CORNWELL**  
**VICE CHAIR: CLLR WILLIAM JONES**

<b>AGENDA ITEM</b>	<b>BRIEF DESCRIPTION</b>	<b>LEAD OFFICER/ORGANISATION</b>
<b>Meeting Date: 15 July 2024</b>		
Scrutiny – A Practical Overview	Overview of Scrutiny and remit of the Committee	Joe Hayden, Senior Scrutiny Officer
	<b>Outcomes:</b> <i>Gained insight into the role of Scrutiny</i>	
Update on Combined Authority	An update on the Combined Authority – who’s who and NEDDC’s role	Lee Hickin, Managing Director
	<b>Outcomes:</b> <i>Gained a better understanding of EMCA. <b>Action Point:</b> Update of progress to be reported back to Scrutiny</i>	
Shop Front Enhancement Scheme	To receive a presentation on the Shop Front Enhancement Scheme	Kirstin Sykes, Regeneration and Town Centre Officer - <b>ACCEPTED</b>
	<b>Outcomes:</b> <i>Learned about the Scheme and gained an overview of how the grants had been allocated/used</i>	
Cabinet Business	Cabinet Decisions and Forward Plan	Joe Hayden, Senior Scrutiny Officer
	<b>Outcomes:</b> <i>Learned about the Cabinet Decisions made to date and upcoming reports going forward to Cabinet</i>	
Policy Development	To contribute to major Policies being considered by the Council	Lead Officer
	<b>Outcomes:</b> <i>To have contributed on new/revised policies and strategies</i>	
Horizon Scanning	To consider and contribute to potential changes in the operating environment which may include legislation, regulation and key projects being undertaken by the Council, for example	Lead Officer

	<b>Outcomes:</b> <i>To have considered and contributed to potential changes in the operating environment that may arise</i>	
Work Programme	To consider the Committees' work programme	Joe Hayden, Senior Scrutiny Officer
	<b>Outcomes:</b> <i>Agreed a Work Programme going forward for the year</i>	
<b>Meeting Date: 24 September 2024</b>		
Performance Management	Council Plan Targets Performance Update	Kath Drury – Information, Engagement and Performance Manager / Amar Bashir – Improvement Officer
	<b>Outcomes:</b> <i>To gain insight into the quarterly targets to date, and see how areas are performing</i>	
“How’s Business”? Survey	To receive the findings from the recent survey undertaken	Ann Camus, Economic Development and Regeneration Manager - <b>ACCEPTED</b>
	<b>Outcomes:</b> <i>To get an understanding of any issues/concerns local businesses may have</i>	
Cabinet Business	Cabinet Decisions and Forward Plan	Joe Hayden, Senior Scrutiny Officer
	<b>Outcomes:</b> <i>To identify Cabinet Decisions made to date and see what topics are due to be presented in the future, and determine if any require further follow-up by Scrutiny</i>	
Policy Development	To contribute to major Policies being considered by the Council	Lead Officer
	<ul style="list-style-type: none"> <li>Growth Strategy</li> </ul>	Steve Lee, Assistant Director of Regeneration and Programmes - <b>ACCEPTED</b>
<b>Outcomes:</b> <i>To have contributed on new/revised policies and strategies</i>		
Horizon Scanning	To consider and contribute to potential changes in the operating environment which may include legislation,	Lead Officer

	regulation and key projects being undertaken by the Council, for example	
	<b>Outcomes:</b> <i>To have considered and contributed to potential changes in the operating environment that may arise</i>	
Work Programme	To consider the Committees' work programme	Joe Hayden, Senior Scrutiny Officer
	<b>Outcomes:</b> <i>To agree a Work Programme for the year</i>	
<b>Meeting Date: 18 November 2024</b>		
Performance Management	Council Plan Targets Performance Update	Kath Drury – Information, Engagement and Performance Manager / Amar Bashir – Improvement Officer
	<b>Outcomes:</b> <i>To gain insight into the quarterly targets to date, and see how areas are performing</i>	
Cabinet Business	Cabinet Decisions and Forward Plan	Joe Hayden, Senior Scrutiny Officer
	<b>Outcomes:</b> <i>To identify Cabinet Decisions made to date and see what topics are due to be presented in the future, and determine if any require further follow-up by Scrutiny</i>	
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Work Programme	To consider the Committees' work programme	Joe Hayden, Senior Scrutiny Officer
	<b>Outcomes:</b> <i>To agree a Work Programme for the year</i>	
<b>Meeting Date: 24 February 2025</b>		
Performance Management	Council Plan Targets Performance Update	Kath Drury – Information, Engagement and Performance Manager / Amar Bashir – Improvement Officer
	<b>Outcomes:</b> <i>To gain insight into the quarterly targets to date, and see how areas are performing</i>	
Cabinet Business	Cabinet Decisions and Forward Plan	Joe Hayden, Senior Scrutiny Officer
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Work Programme	To consider the Committees' work programme	Joe Hayden, Senior Scrutiny Officer
	<b>Outcomes:</b> <i>To agree a Work Programme for the year</i>	
<b>Meeting Date: 12 May 2025</b>		

Performance Management	Council Plan Targets Performance Update	Kath Drury – Information, Engagement and Performance Manager / Amar Bashir – Improvement Officer
	<b>Outcomes:</b> <i>To gain insight into the quarterly targets to date, and see how areas are performing</i>	
Cabinet Business	Cabinet Decisions and Forward Plan	Joe Hayden, Senior Scrutiny Officer
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Work Programme	To consider the Committees' work programme	Joe Hayden, Senior Scrutiny Officer
	<b>Outcomes:</b> <i>To agree a Work Programme for the year</i>	

## **NOTES**

- Support provided to businesses in the District (Partnerships Team/Econ Dev/HR/Finance/Env Health etc)
- Access to shops (Residents Survey)
- Job opportunities (Residents Survey)

- Disposal of Land for employment use (linked with asset management strategy)
- Digital Connectivity Update – check at end of 2024 for update