

SERVICES SCRUTINY WORK PROGRAMME 2025/26

CHAIR: CLLR MICK SMITH

VICE CHAIR: CLLR RICHARD SPOONER

AGENDA ITEM	BRIEF DESCRIPTION	LEAD OFFICER/ORGANISATION
Meeting Date: 29 July 2025		
Financial Outturn 2024/25	To receive the financial outturn for 2024/25	Jayne Dethick, Director of Finance & Resources (S151 Officer) / Justine Wells, Corporate Finance Manager – ACCEPTED
	Outcomes: <i>Gain an overview of the outturn for 2024/25</i>	
Medium Term Financial Plan Budget Monitoring Q1 2025/26	To receive the budget monitoring report for 2025/26 – Quarter 1	Jayne Dethick, Director of Finance & Resources (S151 Officer) / Justine Wells, Corporate Finance Manager – ACCEPTED
	Outcomes: <i>Gain an understanding of the Council's financial outturn position for 2024/25</i>	
Generative Artificial Intelligence – Task Group Update	Overview on Generative Artificial Intelligence and steps the Council are taking	Jayne Dethick, Director of Finance & Resources (S151 Officer) / David Vickers. Communications, Marketing & Design Manager – ACCEPTED
	Outcomes: <i>Gain an understanding of AI and steps being taken</i>	
Cabinet Business	Cabinet Decisions and Forward Plan	Joe Hayden, Senior Scrutiny Officer
	Outcomes: <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 <ul style="list-style-type: none"> Digital Strategy 	David Vickers, Communications, Marketing & Design Manager - ACCEPTED

	Outcomes: <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
	Outcomes: <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
	Outcomes: <i>To agree a Work Programme for the year</i>	
Meeting Date: 2 September 2025		
Performance Management	Council Plan Targets Performance Update – Quarter 1	Kath Drury – Information and Improvement Manager / Amar Bashir – Improvement Officer
	Outcomes: <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
	Outcomes: <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
	Outcomes: <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

	Outcomes: <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
	Outcomes: <i>To agree a Work Programme for the year</i>	
Meeting Date: 25 November 2025		
Performance Management	Council Plan Targets Performance Update – Quarter 2	Kath Drury – Information and Improvement Manager / Amar Bashir – Improvement Officer
	Outcomes: <i>To gain insight into the quarterly targets to date, and see how areas are performing</i>	
Medium Term Financial Plan Budget Monitoring Q2 2025/26	To receive the financial outturn for 2025/26 – Quarter 2	Jayne Dethick, Director of Finance & Resources (S151 Officer) / Justine Wells, Corporate Finance Manager – ACCEPTED
	Outcomes: <i>Gain an understanding of the Council's financial outturn position for 2024/25</i>	
Local Plan Update	Update on the Local Plan	David Thompson, Assistant Director of Planning – ACCEPTED
	Outcomes: <i>To hear about the Local Plan and any changes/issues that have arisen</i>	
NEDDC Park Equipment	Overview of NEDDC owned parks/play areas	Joy Redfern, Assistant Director of Streetscene / Cate Harris, Streetscene Coordinator – CONFIRMED (invite sent)
	Outcomes: <i>To gain an insight into parks/play areas owned by NEDDC, maintenance schedules and plans for upgrades</i>	
Cabinet Business	Cabinet Decisions and Forward Plan	Joe Hayden, Senior Scrutiny Officer
	Outcomes: <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
	Outcomes: <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
	Outcomes: <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
	Outcomes: <i>To agree a Work Programme for the year</i>	
Meeting Date: 24 February 2026		
Performance Management	Council Plan Targets Performance Update – Quarter 3	Kath Drury – Information and Improvement Manager / Amar Bashir – Improvement Officer
	Outcomes: <i>To gain insight into the quarterly targets to date, and see how areas are performing</i>	
Medium Term Financial Plan Budget Monitoring Q3 2025/26	To receive the financial outturn for 2025/26 – Quarter 3	Jayne Dethick, Director of Finance & Resources (S151 Officer) / Justine Wells, Corporate Finance Manager – ACCEPTED
	Outcomes: <i>Gain an understanding of the Council’s financial outturn position for 2024/25</i>	
Annual Local Government Ombudsman Report	To receive and discuss the Annual Ombudsman Report	Rachael Pope, Customer Service Manager – TBC
	Outcomes: <i>Informed of any major complaints logged with the LGO.</i>	
Cabinet Business	Cabinet Decisions and Forward Plan	Joe Hayden, Senior Scrutiny Officer

	Outcomes: <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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	Outcomes: <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
	Outcomes: <i>To agree a Work Programme for the year</i>	
Meeting Date: 12 May 2026		
People Strategy Action Plan - Annual Update	Update on progress made against the Action Plan	Lee Hickin – Managing Director / Sara Gordon – HR & OD Manager - TBC
Performance Management	Outcomes: <i>To understand the progress made to date on the action plan</i>	Kath Drury – Information and Improvement Manager / Amar Bashir – Improvement Officer
	Outcomes: <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
	Outcomes: <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	Kath Drury – Information, Engagement and Performance Manager / Amar Bashir – Improvement Officer
	Outcomes: <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
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Notes

- Overview of Complaints procedure (process, how compl are logged, stats, key problem areas etc)
- Missed bins – tie in with complaints procedure
- NEDDC parks – how many and location, age of equipment, who maintains them, maintenance schedule, grants for updating
- Employment Rights Bill