

Resources and Services Overview and Scrutiny Committee

Work Programme 2019/2020 (Officer Version)

Meeting Calendar

Meeting Date	Topics	Detail	Lead Officer	Deadline for Reports / Agenda Detail
14 October 2019	Performance Report 2019/2020 First Quarter	<p>To undertake scrutiny of:</p> <p>(a) Is the performance monitoring system capturing the right level of data to support delivery of the Corporate Plan and its priorities and projects – and to make recommendations thereon.</p> <p>(b) Is there performance as identified in the monitoring data that warrants scrutiny of an activity – and to determine whether and how that scrutiny should take place; including it as appropriate in the work programme. The performance data could be an improving position where scrutiny can look for lessons that may have a service or broader implication for the future, an unchanging position and scrutiny may be appropriate because of further resource changes that would on the face of it suggest performance would change or declining performance where the scrutiny may be about how this has happened and what</p>	Katie Wilkins Anastasia Simpson	

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	<p>Corporate Budget and Financial Forecast Monitoring 2019/20 first Quarter</p>	<p>needs to be done to improve performance.</p> <p>To present the financial performance report for the First quarter of 2019/20 to consider:</p> <p><i>In respect of the in-year budget position to date:</i></p> <ul style="list-style-type: none"> • Any adverse issues emerging during the quarter and the action taken to manage / mitigate the associated risk. • Any emerging issues / themes that may have an impact on future quarters / years and what information the Committee requires to help them support the Council in responding to the associated risk. <p><i>In respect of the updated financial forecast:</i></p> <ul style="list-style-type: none"> • Key assumptions within the forecast to gain assurance that the forecast is broadly robust / resilient. • External influences – have they been reflected within the forecast. • Achievement against the 	<p>Richard Barrett</p>	
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		<p>savings delivery plan.</p> <ul style="list-style-type: none"> • Cost pressures and mitigation action taken to support the overall forecast • Strategic review of service areas and the potential impact any associated plans on the forecast / detailed budget 		
	<p>Review of the Business Case for the future of publicly owned leisure centres within the District</p>	<p>To present to the Committee the Business Case for the Future of publicly owned leisure centres within the district to enable the Committee to scrutinised this forthcoming decision</p> <ul style="list-style-type: none"> - Gain assurances of the future sustainability of the sports facility service - evaluate how the councils sport facility service impacts on public health - Review the maintenance programme and the balance between planned preventative and reactive maintenance - Does the activity programme reflect the needs of residents? - How does the council work 	<p>Mike Carran</p>	

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		with its key partners the delivery of its sports facility service e.g. schools and public health.		
	Corporate Plan (Subject to agreement)	To enable the Committee to undertake pre-decision scrutiny of the emerging Corporate Plan 2020-24 and Priorities and projects for 2020/21.	Martyn Knappett	
28 November 2019	Performance Report 2019/20 Second Quarter	To enable the Committee to scrutinise the performance monitoring system and identify from the relevant performance data future work programme scrutiny items. (see fuller detail for 14 October meeting)	Katie Wilkins Anastasia Simpson	20 November 2019
	Corporate Budget and Financial Forecast Monitoring 2019/20 Second Quarter	To present the financial performance report for the second quarter of 2019/20 to consider: <i>In respect of the in-year budget position to date:</i> <ul style="list-style-type: none"> • Any adverse issues emerging during the quarter and the action taken to manage / mitigate the associated risk. • Any emerging issues / themes that may have an impact on future quarters / years and what information the Committee 	Richard Barrett	

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		<p>requires to help them support the Council in responding to the associated risk.</p> <p><i>In respect of the updated financial forecast:</i></p> <ul style="list-style-type: none"> • Key assumptions within the forecast to gain assurance that the forecast is broadly robust / resilient. • External influences – have they been reflected within the forecast. • Achievement against the savings delivery plan. • Cost pressures and mitigation action taken to support the overall forecast • Strategic review of service areas and the potential impact any associated plans on the forecast / detailed budget 		
16 December 2019	Initial Budget 2020/21 and Financial Forecast Scrutiny Detailed Review	<p>To present the Detailed Budget proposals for 2020/21 to consider:</p> <ul style="list-style-type: none"> • Key assumptions within the budget to gain assurance that it is broadly robust / 	Richard Barrett	6 December 2019

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		<p>resilient.</p> <ul style="list-style-type: none"> • Deliverability of the savings included within the detailed budget • Robustness of the cost pressure forecasts • Adequacy of reserves to support the budget / forecast • Does the budget deliver against / reflect Corporate Priorities • Any relevant issues raised by the Council's External Auditor 		
8 January 2020 TBC	Initial Budget 2020/21 and Financial Forecast Scrutiny Detailed Review	See above text - follow on from 16 December Meeting	Richard Barrett	N/A – follow on from 16 December meeting
17 February 2020	Annual Capital and Treasury Strategy Scrutiny	<p>To present the Annual Strategy for XX/XX to consider:</p> <ul style="list-style-type: none"> • Key changes since last year • Adequacy of resources / internal expertise to deliver against the Strategy • Key Investment and borrowing assumptions • Advice from external treasury advisors • The level of accepted risk 	Richard Barrett	7 February 2020

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		<ul style="list-style-type: none"> • Key investment / borrowing criteria 		
	Performance Report 2019/20 Third Quarter	To enable the Committee to scrutinise the performance monitoring system and identify from the relevant performance data future work programme scrutiny items. (see fuller detail for 14 October meeting)	Katie Wilkins Anastasia Simpson	
	Scrutiny of the implementation of the new waste and recycling collection service	<ul style="list-style-type: none"> • Emphasis should be on the implementation and planning of the roll out of the service. • Focus on the results that we have -recycling performance data compared to expected data, • waste minimisation, • And overview of the roll out of the service. 	Jonathon Hamlet	
23 March 2020	Corporate Budget and Financial Forecast Monitoring 2019/20 Third Quarter	<p>To present the financial performance report for the third quarter of 2019/20 to consider:</p> <p><i>In respect of the in-year budget position to date:</i></p> <ul style="list-style-type: none"> • Any adverse issues emerging during the 	Richard Barrett	13 March 2020

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		<p>quarter and the action taken to manage / mitigate the associated risk.</p> <ul style="list-style-type: none">• Any emerging issues / themes that may have an impact on future quarters / years and what information the Committee requires to help them support the Council in responding to the associated risk. <p><i>In respect of the updated financial forecast:</i></p> <ul style="list-style-type: none">• Key assumptions within the forecast to gain assurance that the forecast is broadly robust / resilient.• External influences – have they been reflected within the forecast.• Achievement against the savings delivery plan.• Cost pressures and mitigation action taken to support the overall forecast• Strategic review of service areas and the potential impact any associated plans on the forecast / detailed budget		
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	Review of the Year and Work Programme 2020/21	To review this year's work and to seek Members' approval to a draft programme of work for the Resources and Services Overview and Scrutiny Committee for the coming municipal year for recommendation to the Annual Council meeting 2020.	Keith Simmons Charlotte Cooper
	Energy Efficiency	To enable the Committee to scrutinise the work that the Council has undertaken in respect to Climate Change and Energy efficiency. The main focus should be on <ul style="list-style-type: none"> • Scrutiny of the work undertaken by the Climate Change Working Party. • Home energy efficiency, in particular the Eco3 initiative. 	

To be programmed;

Topic	Detail and Comments	Lead Officer(s)
Review of the Councils Public Convenience Strategy		Richard Barrett