

Scrutiny Committee Annual Work Programme 2023/2024

Date	Topic	Responsible Officer / Portfolio Holder	Aims, Objectives and Desired Outcomes	(i.e Committee Meeting or workshop)	Timescale
			Standing items	,,	
19 Sept 2023	Quarterly performance data	Cabinet Member, Information governance Leader	 Identification of any causes for concern and note successes To include an exceptions report of those that are not meeting the required target. 	Committee	Quarterly Review
12 Dec 2023	Quarterly performance data	Cabinet Member, Information governance Leader	Identification of any causes for concern and note successes	Committee	Quarterly Review
19 March 2024	Quarterly performance data	Cabinet Member, Information governance Leader	Identification of any causes for concern and note successes	Committee	Quarterly Review
23 April 2024	Scrutiny Annual Report	Chair of Scrutiny, Scrutiny Committee	 Production of the Scrutiny Committee Annual Report to Council 	Committee	Annual
June 2024	Annual performance report	Cabinet Member, Information governance Leader	Identification of any causes for concern and note successes	Committee	Annual Review
19 Sept 2023	1/4ly Financial Report	Executive Director, Resources	 Identification of any causes for concern and note successes. 	Committee	Quarterly Review



12 Dec 2023	including Exemptions 1/4ly Financial Report	Executive Director, Resources, Cabinet	 To outline those areas not currently on target or likely to be achieved Identification of any causes for concern and note successes. 	Committee	Quarterly Review
	including Exemptions	Member	 To outline those areas not currently on target or likely to be achieved 		
19 Mar 2024	1/4ly Financial Report including Exemptions	Executive Director, Resources, Cabinet Member	 Identification of any causes for concern and note successes. To outline those areas not currently on target or likely to be achieved 	Committee	Quarterly Review
19 Mar 2024	Annual Action Plan	Cabinet Member, Chief Executive Officer, and Information governance Leader	 Any item or issue from the Annual Action Plan which may require further investigation/scrutiny by the Scrutiny Committee. 	Committee	When required
			Confirmed Scrutiny Committee items		
			Thursday 20 June 2023		
20 June 2023	2023/24 Annual Work- Programme Workshop session	Scrutiny committee, & ELT	 To enable the scrutiny committee to ensure that the work of the committee is relevant and achievable 	Workshop session Location: Town Hall	Re-set annually and revised periodically
	1		Thursday 19 September 2023	1	
19 September 2023	Housing Investment Plan and Sheltered Housing Asset Review	Director of Housing Assets Cabinet Member	 Update presentation on the Housing Investment Plan Update presentation on the Sheltered Housing Asset Review 	Committee	ТВС



19 Sept 2023 19 Sept 2023	Quarterly performance data 1/4ly Financial Report including	Cabinet Member, Information governance Leader Executive Director, Resources	 Identification of any causes for concern and note successes To include an exceptions report of those that are not meeting the required target. Identification of any causes for concern and note successes. To outline those areas not currently on target or 	Committee	Quarterly Review Quarterly Review				
	Exemptions		likely to be achieved						
Thursday 24 October 2023									
24 Oct 2023	Review of Planning / Development Management	Cabinet Member, Executive Director Place, Head of Planning and Growth	 Strategic Director overview update report – with actions that have been undertaken Capacity, need, timelines. Data on decisions within recommended periods etc. Enforcement understanding of capacity and demands Thursday 28 November 2023 	Committee	TBC				
28 Nov 2023	1990 Environment Act	Cabinet Member, Executive Director Place, Head of Environment and Sustainability	How the act controls issues which impact on local residents. Disposal of waste, burning of waste, bonfires etc. Does GYBC require a policy re particular issues in line with other LAs.	Committee	TBC				
			Thursday 12 December 2023						
12 Dec 2023	Social Housing Applications	Cabinet Member, Executive Director, People, Head of Strategic Housing	Review of implementation, capacity, uptake, numbers waiting, criteria and its application in specific circumstance, satisfaction of customers etc.	Committee	TBC				
12 Dec 2023	Quarterly performance data	Cabinet Member, Information governance Leader	Identification of any causes for concern and note successes	Committee	Quarterly Review				



1/4ly Financial	Executive Director,	Identification of any causes for concern and note	Committee	Quarter	ly Review
Report	Resources, Cabinet	successes.			
including	Member	To outline those areas not currently on target or likely to be			
Exemptions		achieved			
		Thursday 23 January 2024			
PRE-SCRUTINY	Cabinet Member,	To comment on the draft budget and make suggestions to	At	Annual	
Consideration	Chief Executive	cabinet regarding the proposed budget's ability to deliver the	committee		
of the draft	Officer, Executive	priorities of the council.			
budget report	Director, Resources				
		Thursday 19 March 2024			
Quarterly	Cabinet Member,	Identification of any causes for concern and note successes	Committee	Quarterly Review	
performance	Information				
data	governance Leader				
1/4ly Financial	Executive Director,	Identification of any causes for concern and note	Committee	Quarterly Review	
Report	Resources, Cabinet	successes.			
including	Member	To outline those areas not currently on target or likely to be			
Exemptions		achieved			
Annual Action	Cabinet Member,	Any item or issue from the Annual Action Plan which	Committee	When required	
Plan	ELT representative,	may require further investigation/scrutiny by the			·
	Information	Scrutiny Committee.			
	governance Leader	,			
		Thursday 23 April 2024	1	1	
Scrutiny	Chair of Scrutiny,	Production of the Scrutiny Committee Annual Report	Committee	Annual	
Annual Report	Scrutiny Committee	to Council			
Overview	All Members		External train	ing 6pm – 7pm –	
training offered			provider		
to all Members			Location : To	Fown Hall Scruti	
followed by					overvie
more in depth					
	Report including Exemptions PRE-SCRUTINY Consideration of the draft budget report Quarterly performance data 1/4ly Financial Report including Exemptions Annual Action Plan Scrutiny Annual Report Overview training offered to all Members followed by	Report including Exemptions PRE-SCRUTINY Consideration of the draft budget report Quarterly performance data governance Leader 1/4ly Financial Report Including Exemptions Annual Action Plan Scrutiny Annual Report Chair of Scrutiny, Scrutiny Committee Overview training offered to all Members followed by Resources, Cabinet Member, ELT representative, Information governance Leader All Members All Members All Members	Report including Exemptions PRE-SCRUTINY Consideration of the draft budget report Quarterly performance data governance Leader 1/4ly Financial Report including Exemptions Annual Action Plan Cabinet Member, ELT representative, Information governance Leader Plan Cabinet Member, ELT representative, Information governance Leader Scrutiny Annual Report Coverview training offered to all Members followed by Resources, Cabinet Member, Information achieved All Members followed by All Members All Members followed by Resources, Cabinet Member, Information achieved All Members followed by Successes. To comment on the draft budget and make suggestions to cabinet regarding the proposed budget's ability to deliver the priorities of the council. Thursday 19 March 2024 Identification of any causes for concern and note successes Identification of any causes for concern and note successes. To outline those areas not currently on target or likely to be achieved Any item or issue from the Annual Action Plan which may require further investigation/scrutiny by the Scrutiny Committee. Production of the Scrutiny Committee Annual Report to Council	Report Including Exemptions	Report Including Exemptions Successes. To outline those areas not currently on target or likely to be achieved Successes. To outline those areas not currently on target or likely to be achieved Successes. To outline those areas not currently on target or likely to be achieved Successes. To outline those areas not currently on target or likely to be achieved Successes. To outline those areas not currently on target or likely to be achieved Successes. Su



	detailed Scrutiny Committee training for Scrutiny Committee Members				for All Members 7pm – 7.15pm – Break 7.15pm – 8.30pm Scrutiny for Cttee Members
	<u> </u>		Work Programme items to be added		·
TBC	Community Centres and Communal Rooms	Executive Director, People		Committee	
TBC	Delivery of Affordable Homes in the Borough	Executive Director, Housing Assets		Committee	
TBC	Play Parks	Executive Director, Place		Committee	
TBC	Retrofits on Council Homes	Executive Director, Housing Assets		Committee	
ТВС	City Fibre	Cabinet Member, ELT, Head of Capital Projects and Growth	Monitoring of delivery / roll-out of the City Fibre project 2023-2026	Committee	