

**SCRUTINY BOARD 1 - WORK PROGRAMME 2005/2006**  
(as at 23rd June, 2005)

**REPORT 9(i)**

<u>1<sup>ST</sup> JUNE, 2005</u>	<u>29<sup>TH</sup> JUNE, 2005</u>	<u>13<sup>TH</sup> JULY 2005</u> (special meeting)	<u>26<sup>TH</sup> JULY 2005</u>
<p>Housing Benefit Monitoring 4<sup>th</sup> quarter</p> <p>Re-appoint Debt Recovery Policy Review Group</p> <p>Informal session – work programme planning</p>	<p>4<sup>th</sup> quarter Internal Audit monitoring</p> <p>Audit Committee Annual report</p> <p>Recruitment progress report</p> <p>Electronic Document Management System – indexing and scanning operation – review and recommendations for the future</p> <p>Review of IT contract</p> <p>Updates on BVPI 157 (transactions which can be carried out electronically) and IEG (e government) statement</p> <p>Coventry Direct Contact Centre - Management and Location</p> <p>4<sup>th</sup> quarter 2004/5 Promoting Health at Work</p> <p>Conference Report(s):</p> <ol style="list-style-type: none"> <li>1. Cllr Ridley and Sharon Venters attended a conference in London on 8<sup>th</sup> March, 2005 re: The Future Councillor.</li> <li>2. Louisa Shorland attended the EQUAL Trans-national Partnership Meeting on 11<sup>th</sup> &amp; 12<sup>th</sup> April, 2005 in Budapest, Hungary.</li> </ol>	<p>Cabinet Member Plans</p>	<p>City Council Annual Statement of Accounts + corporate revenue outturn 2004/5</p> <p>Capital programme outturn 2004/5</p> <p>Corporate Performance Assessment – new guidance</p> <p>Customer Relationship Management</p> <p>One stop shop strategy</p> <p>Coventry Direct and Consumer Direct monitoring report</p> <p>Retention progress report</p> <p>Training, Development and Learning Strategy Annual Report</p>

21 <sup>ST</sup> SEPTEMBER, 2005	19 <sup>TH</sup> OCTOBER, 2005	16 <sup>TH</sup> NOVEMBER, 2005	14 <sup>TH</sup> DECEMBER, 2005
<p>1<sup>st</sup> quarter Internal Audit monitoring</p> <p>1<sup>st</sup> quarter revenue programme monitoring</p> <p>1<sup>st</sup> quarter capital programme monitoring</p> <p>Presentation on Gershon Review (efficiency savings)</p> <p>1<sup>st</sup> quarter 2005/6 Promoting Health at Work</p> <p>1<sup>st</sup> quarter Housing Benefits Improvement Plan</p> <p>Conference Reports:</p> <ol style="list-style-type: none"> <li>1. Cllr O'Neill attended a conference in Birmingham on 9<sup>th</sup> June, 2005 re: Consultation Strategies and Skills.</li> <li>2. Stella Manzie and Stephen Pickering (with the Leader/Deputy Leader Cllr Mrs Noonan + 2 Labour Members) attended the LGA Annual Conference in Harrogate on 5-8<sup>th</sup> July 2005.</li> <li>3. Angie Ridgwell and Cllr O'Neill attended the annual CIPFA Conference on 14-16<sup>th</sup> June, 2005 in Manchester.</li> </ol>	<p>Integrated Human Resources and Payroll Solution (presentation and progress report)</p>	<p>2<sup>nd</sup> quarter Internal Audit monitoring</p> <p>2nd quarter Housing Benefits Improvement Plan</p>	<p>2nd quarter revenue programme monitoring</p> <p>2<sup>nd</sup> quarter capital programme monitoring</p> <p>2<sup>nd</sup> quarter Promoting Health at Work</p> <p>Pay and Workforce Strategy</p>

25 <sup>TH</sup> JANUARY, 2006	22 <sup>ND</sup> FEBRUARY, 2006	22 <sup>ND</sup> MARCH, 2006	REVIEWS
	3 <sup>rd</sup> quarter Internal Audit monitoring 2005 Audit and Inspection letter 3rd quarter revenue programme monitoring 3 <sup>rd</sup> quarter capital programme monitoring 3rd quarter Housing Benefits Improvement Plan	Internal Audit operational plan 2006/7 3 <sup>rd</sup> quarter Promoting Health at Work	
<b><u>OTHER ISSUES – NO DATE ALLOCATED</u></b>			
<p>Report of Debt Recovery Policy Review Group</p> <p>Best Value Review (Supporting Democracy) monitoring</p> <p>Procurement</p> <p>Community Cohesion</p> <p>External Audit/Internal Audit roles</p> <p>Internal audit training</p> <p>Discussion documents from Office of the Deputy Prime Minister</p>			

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