

**Scrutiny Co-ordination Committee  
Work Programme 2011/2012**

Last updated 1<sup>st</sup> August 2011

**15<sup>th</sup> June 2011**

Scrutiny Boards' 2010/11 Annual Report to Council  
Council Plan 2011 - 2014  
Customer Management abc Review – Scrutiny Task and Finish Group

**9<sup>th</sup> August 2011**

Local Enterprise Partnership

**31<sup>st</sup> August 2011**

Transformation Programme  
2010/11 Performance Report  
Council Forward Plan  
Scrutiny Work programme

**5<sup>th</sup> October 2011**

Items to be confirmed

**2<sup>nd</sup> November 2011**

Items to be confirmed

**30<sup>th</sup> November 2011**

Items to be confirmed

**4<sup>th</sup> January 2012**

Items to be confirmed

**8<sup>th</sup> February 2012**

Items to be confirmed

**7<sup>th</sup> March 2012**

Items to be confirmed

**4<sup>th</sup> April 2012**

Items to be confirmed

**Date to be determined**

Transformation Programme – Quarterly Progress Reports

<b>Meeting Date</b>	<b>Work programme item</b>	<b>Lead Officer</b>	<b>Brief Summary of the issue</b>	<b>Source</b>
15 <sup>th</sup> June 2011	Scrutiny Boards' 2010/11 Annual Report to Council	Adrian West	A report on scrutiny activity during 2010/11 will be presented to the 28 <sup>th</sup> June meeting of Council and this provides an opportunity for the Committee to review the final draft.	The Constitution requires Scrutiny to make an annual report to Council
	Council Plan 2011 - 2014	Jenni Venn	The Council's Corporate Plan has reached the end of its 3 year span and a new plan is being considered at Cabinet and Council in June. Council agreed a new vision and values in March and the new plan will set the objectives and measures which will be used to track progress over the next 3 years. Scrutiny will have an important role to play in monitoring how effectively the council is performing against its priorities.	Cabinet
	Customer Management abc Review – Scrutiny Task and Finish Group	Adrian West	The Customer Management Review is looking at improving and making more consistent the way the council manages contacts with its customers. Scruco will confirm appointment of a small task and finish group of interested Members to be involved in aspects of the review.	Informal Member briefing on the Customer Management Review, 23 <sup>rd</sup> March 2011
9 <sup>th</sup> August 2011	Local Enterprise Partnership	Martin Reeves	To understand the governance arrangements and future plans for the development of the Coventry and Warwickshire Local Enterprise Partnership. Councillor Mutton (LEP Board) and Martin Reeves (LEP Delivery Board) to attend. The Committee will need to agree how to co-ordinate the future engagement of scrutiny with the LEP as this affects the remit of this Committee and the Economy, Regeneration and Transport Scrutiny Board.	Discussions at meetings of Scrutiny Co-ordination Committee and Scrutiny Board 3
31 <sup>st</sup> August 2011	Transformation Programme	Mike Coult	To review progress on the abc Transformation Programme and identify any areas for further scrutiny work arising from consideration of: <ul style="list-style-type: none"> <li>• the year 3 programme of fundamental service reviews (agreed at Cabinet on 21<sup>st</sup> June) and,</li> <li>• the quarterly progress report on the overall Programme.</li> </ul>	Discussions at previous meetings of the Scrutiny Co-ordination Committee
	2010/11 Performance Report	Adrian West	To consider how any performance issues arising from the end of year performance report (considered at Council on 28 <sup>th</sup> June) should be addressed by scrutiny.	Discussions with Scrutiny Chairs
	Council Forward Plan	Adrian West	To review the Council Forward Plan and identify any issues for inclusion in the scrutiny work programme.	Regular item
	Scrutiny Work programme	Adrian West	To review and approve the scrutiny work programme following initial meetings of the Boards and all scrutiny members.	Regular item
5 <sup>th</sup> October 2011	Items to be confirmed			

<b>Meeting Date</b>	<b>Work programme item</b>	<b>Lead Officer</b>	<b>Brief Summary of the issue</b>	<b>Source</b>
2 <sup>nd</sup> November 2011	Items to be confirmed			
30 <sup>th</sup> November 2011	Items to be confirmed			
4 <sup>th</sup> January 2012	Items to be confirmed			
8 <sup>th</sup> February 2012	Items to be confirmed			
7 <sup>th</sup> March 2012	Items to be confirmed			
4 <sup>th</sup> April 2012	Items to be confirmed			
Date to be determined	Transformation Programme – Quarterly Progress Reports	Mike Coult	Scrutiny Co-ordination Committee oversees scrutiny engagement with the Council's Transformation Programme. The Board will receive quarterly reports on progress of both the whole programme and individual reviews in order to identify and co-ordinate any areas for further scrutiny work.	Discussions at previous meetings of the Scrutiny Co-ordination Committee.

Other Scrutiny Co-ordination Committee dates if required:

14<sup>th</sup> September, 19<sup>th</sup> October, 16<sup>th</sup> November, 14<sup>th</sup> December, 18<sup>th</sup> January 2012, 22<sup>nd</sup> February, 21<sup>st</sup> March, 18<sup>th</sup> April