

Corporate Services and Finance Scrutiny Board (1) Work Programme 2013/14

29 July 2013

Transformation Board Progress Report
Income Generation Policy

2 September 2013

Money Matters Review
CLYP ABC FSR Review

7 October 2013

Strategic Property Review and Council move to Friargate – Kickstart
Medium Term Financial Plan

25 November 2013

Procurement Strategy
Social Value Act 2012

13 January 2014

Update on CLYP ABC FSR Financial Position
Covert Employee Surveillance

3 March 2014

TBC

14 April 2014

TBC

Items to be confirmed

Customer Connect
ACL
Pension Fund
Electoral Registration
Business Services Review – progress report
Half yearly reports on agency workers/sickness absence
Review of Bailiffs Guidelines
Half yearly report on Benefit
Half yearly report on Revenues
Progress update on Services to Schools
Legal Services Costs and Income

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Meeting	Work programme item	Lead officer	Brief Summary of the issue
29 July 2013	abc Transformation Programme Progress Report	Adrian West	To scrutinise progress on the abc Transformation Programme during 2012/13.
	Income Generation Policy		
2 September 2013	Money Matters	Barrie Hastie	To scrutinise the Money Matters review including the implementation of the new financial system.
	CLYP ABC Review	Andy Pepper/ Isabel Merrifield	To look at the review process, why delays have been made in making savings and whether lessons can be learnt from this review, regarding the methodology.
7 October 2013	Strategic Property Review and Council move to Friargate	Nigel Clews, Lisa Commane	The Strategic Property review and Council relocation to the Friargate development have significant implications for the Council's transformation journey and use of resources.
	Medium Term Financial Strategy	Paul Jennings	For the Scrutiny Board to comment on, and make recommendations about, the MTFS before it goes to Cabinet.
25 November 2013	Procurement Strategy and Social Value Act 2012	Liz Welton	To scrutinise the development of the procurement strategy.
		Jenni Venn	To participate in the consultation on the Social Value Act, which is due to go to Cabinet Member in December 2013.
13 January 2014	Update on CLYP ABC FSR Financial Position	Andy Pepper/ Isabel Merrifield	To provide the Board with an update on the financial position of the CLYP FSR, prior to the budget setting process.
	Covert Employee Surveillance	Chris West	To look at the policy used by the Council regarding the covert surveillance of employees.
3 March 2014	TBC		
14 April 2014	TBC		
Dates to be confirmed			
	Customer Connect	Shokat Lal	To scrutinise the Customer Connect programme. To include looking at the feasibility of planned locations for service delivery.
	ACL	Chris West	Item to be scheduled at an appropriate time, following the judicial review.
	Pension Fund	Chris West	To scrutinise, at an appropriate time, changes to the pension

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			fund.
Update reports – to be circulated with agendas for information only			
Dates to be confirmed	Electoral Registration	Liz Reed	To look at the number of registered voters for the 2014 elections and to consider the planned changes from 2015 when the Electoral Registration process is being changed from household registration to individual electoral registration in 2015. To also consider the sale of details from the electoral register.
Dates to be confirmed	Business Services Review – progress report	Doran Pierce	SCRUCO looked at the evaluation report on 20th February 2013. This set out a series of recommendations which aimed to build the foundations of the future shape the service and assist in securing additional savings. It's recommended that scrutiny review progress is 6 months (August 2013).
Dates to be confirmed	Half yearly reports on agency workers/sickness absence	Sue Iannantuoni	A regular update on progress on reducing staff sickness and use of agency staff across the Council
Dates to be confirmed	Review of Bailiffs Guidelines	Helen Harding	A review of the policy which provides guidelines to how Council appointed bailiffs deal with vulnerable people, and how the Council monitor how the guidelines are adhered.
Dates to be confirmed	Half yearly report on Benefit	Tim Savill	A regular update on progress on performance in the benefits service. This report goes to Cabinet Member so will be .
Dates to be confirmed	Half yearly report on Revenue	Jan Evans	A regular update on progress on performance in the revenues service.
Dates to be confirmed	Progress update on Services to Schools	David Haley	An update on progress on how services are becoming more commercial in marketing themselves to schools and also progress on full-cost recovering where this hasn't already happened. Report expected June/July 2013
Dates to be confirmed	Legal Services Costs and Income	Christine Forde	To review opportunities to reduce external legal spend and increase income generation opportunities from the service.