

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

29 July 2013

abc Transformation Programme Progress Report
Income Generation Policy

2 September 2013

Money Matters
CLYP ABC Review

7 October 2013

Strategic Property Review and Council move to Friargate
Medium Term Financial Strategy

25 November 2013

Procurement Strategy
Social Value Policy

13 January 2014

Customer Journey
abc Transformation Programme Progress Report
Half yearly reports on agency workers/sickness absence

3 March 2014

Strategic Property Review and Council move to Friargate

14 April 2014

2014/15 Capital Programme
End of Year Review

Dates to be confirmed

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

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

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	Liz Welton	To scrutinise the development and progress of the procurement strategy.
	Social Value Policy	Jenni Venn	To participate in the consultation on the Council's proposed Social Value Policy, which is due to go to Cabinet Member in January 2014.
13 January 2014	Customer Journey	Lisa Commane / Chris West/ Belinda Black	To review vision and plans for Customer Journey programme under Kickstart.
	abc Transformation Programme Progress Report	Lisa Commane	To scrutinise progress on the abc Transformation Programme since the last report in July.
	Half yearly reports on agency workers/sickness absence	Jane Crawley	A regular update on progress on reducing staff sickness and use of agency staff across the Council
3 March 2014	Strategic Property Review and Council move to Friargate	Nigel Clews, Lisa Commane	To review progress on the Strategic Property Review and Council relocation to the Friargate development following discussion at the 7 th October Board meeting.
14 April 2014	2014/15 Capital Programme	Paul Jennings	To review the Capital programme for the next year including understanding the position in relation to the government's recent announcement that Coventry has received a nil allocation for Basic Needs schools capital funding for the two years 2015-2017 and investment in the North East Regeneration Zone.

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	End of Year Review	Adrian West	To review the work of the Scrutiny Board carried out during the course of the 2013/14 municipal year and identify any priorities or issues for consideration when planning next year's scrutiny work programme.
Dates to be confirmed	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 fund.
	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. Also to consider the sale of details from the electoral register.
	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).
	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.
	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 recovery where this hasn't already happened. Report expected June/July 2013
	Legal Services Costs and Income	Christine Forde	To review opportunities to reduce external legal spend and increase income generation opportunities from the service.
	Customer Journey	Lisa Commane/ Belinda Black	To review 6 monthly progress on the Kickstart Customer Journey programme following discussion at the Board on 13 th January 2014.

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Update reports – to be circulated with agendas for information only			
Date to be confirmed	Half yearly reports on agency workers/sickness absence	Shokat Lal	A regular update on progress on reducing staff sickness and use of agency staff across the Council <i>NB Half yearly report on sickness absence considered by the Cabinet Member Strategic Finance and Resources 2nd December 2013 – Chair of Finance and Corporate Services Scrutiny Board reviewed and decided not to bring report to Board.</i>
	Half yearly report on Benefits Service Performance	Tim Savill	A regular update on progress on performance in the benefits service. <i>NB Half yearly report considered by the Cabinet Member Strategic Finance and Resources 2nd December 2013 – Scrutiny Co-ordination Committee considered key issues as part of their 11th December meeting on Welfare Reform.</i>
	Half yearly report on Revenues Service performance	Jan Evans	A regular update on progress on performance in the revenues service. <i>NB Half yearly report considered by the Cabinet Member Strategic Finance and Resources 2nd December 2013 – Chair of Finance and Corporate Services Scrutiny Board reviewed and decided not to bring report to Board.</i>