

## Finance and Corporate Services Scrutiny Board (1) Work Programme 2015/16

1 July 2015
Customer Journey 2014/15 Revenues and Capital Outturn Report
2 September 2015
Council tax and Housing benefit support allocation Collection of Council Tax – payment methods and impact on collection rates
11 November 2015
6 January 2016
2 March 2016
Procurement Strategy Social Value Policy
27 April 2016
Capital Programme
Dates to be determined
Strategic Property Review and Council move to Friargate Equalities in Employment Update on Coventry Investment Fund Transformation Programme Progress Report Treasury Management Funding of the Capital Programme MTFS – Savings generated by Kickstart and the Customer Journey. Public Health Finance Reserves

Date	Title	Detail	Cabinet Member/ Lead Officer	Source	Outcomes
1 July 2015	Customer Journey	Contact Centre access and performance - Residents have raised concerns that they have been unable to access the contact centre without a lengthy wait on the phone and delays in responses to emailed queries. Members want to look at the performance figures for the Contact Centre and understand how customer demand is being managed and met.	Cllr Gannon/ Lisa Commane		
1 July 2015	2014/15 Revenues and Capital Outturn Report	Including reserves and underspends	Cllr Gannon		
2 September 2015	Council tax and Housing benefit support allocation	To look at how the financial support is allocated to residents in need, including the subsidy of Council Tax. This includes discretionary payments.	Cllr Gannon/ Tim Savill		
2 September 2015	Collection of Council Tax – payment methods and impact on collection rates	Changes have been made to the way that Council Tax payments can be made by the public. This has been raised as an issue for those in certain areas of the City and the Board would like to discuss the rationale for these changes and the impact it has had on constituents. They would also like an indication as to how these changes have impacted on collection rates.	Lisa Commane/ Tim Savill		
27 April 2016	Capital Programme	An update on the Capital Programme to be provided in March/ April 2016.	Cllr Gannon/ Paul Jennings	Annual Item	
2 March 2016	Procurement Strategy	To review the annual report on progress against the priorities in the procurement strategy. To find out how the joint arrangement with neighbouring authorities on	Liz Welton	Annual Review	

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		procurement is resulting in efficiencies.			
2 March 2016	Social Value Policy	To review the impact of the Social Value Policy approved by the Cabinet Member Strategic Finance and Resources in January 2014.	Liz Welton	SB1 2014/15	
TBC	Strategic Property Review	To review progress on the Strategic Property Review and to consider the property assets held by the Council.	Cllr Gannon/ Nigel Clews, Lisa Commane	SB1 07/10/14 and 03/03/14	
TBC	Council move to Friargate	For the Board to scrutinise the Council move to Friargate which includes the finances of the move. This Board can also consider the workforce, IT and HR implications of the move if they choose. SB3 will pick up Friargate and its impact on economic development including an update on the number of new jobs being created.	Cllr Gannon/ Lisa Commane	Informal meeting	
TBC	Equalities in Employment	This item will look at the diversity of the Council's workforce and how the Council is encouraging a more diverse workforce which is representative of the local population.	Cllr Townshend/ Shokat Lal	Annual review – Sept?	
TBC	Update on Coventry Investment Fund	To provide an update on spending from the CIF. To include governance and reporting arrangements for companies and other bodies in which the Council has a financial interest.	Cllr Gannon/ Andy Williams/ David Cockcroft	SB1 2014/15	
TBC	Transformation Programme Progress Report	To review progress on targets against the Transformation Programme reported through budget monitoring	Cllr Gannon / Lisa Commane	Regular Review	

Date	Title	Detail	Cabinet Member/ Lead Officer	Source	Outcomes
		reports, including performance against targets as set out in the Council Plan 2013/14 Performance Report			
TBC	Treasury Management	To look at approaches to treasury management including cash balances and approaches to borrowing	Cllr Gannon/ Barrie Hastie	Informal meeting	
TBC	Reserves	To look at Council reserves and how they are allocated and used.	Cllr Gannon/ Barrie Hastie	Informal meeting	
TBC	Funding of the Capital Programme	To look at how the Capital Programme is funded and approaches to managing existing loans.	Cllr Gannon/ Barrie Hastie	Informal meeting	
TBC	MTFS – Savings generated by Kickstart and the Customer Journey.	To look at the progress being made towards achieving the savings anticipated in the MTFS through the changes to customer service.	Cllr Gannon/ Lisa Commane	Informal meeting	
TBC	Public Health Finance	The Chair has requested a briefing note on Public Health finance. This will be provided after the emergency budget in July. If there are concerns, the item will be brought to the board.	Cllr Gannon/ Barrie Hastie	Informal meeting	
TBC	Social Care Finance (with SB5)	To consider the financial pressures on the social care budget.	Cllr Gannon/ Cllr Cann/ Barrie Hastie/ David Watt	Informal meeting	

Performance Reports – only bring to board if issues of concern identified by Chair or Board Members	Half yearly reports on agency workers	A regular update on progress on reducing use of agency staff across the Council	Shokat Lal	Regular Review
	Half yearly reports on sickness absence	A regular update on progress on reducing sickness absence across the Council	Shokat Lal	Regular Review
	Half yearly report on Benefits Service Performance	A regular update on progress on performance in the benefits service.	Tim Savill	Regular Review
	Half yearly report on Revenues Service performance	A regular update on progress on performance in the revenues service.	Jan Evans	Regular Review