

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 Public Consultation – Local Council Tax Support Scheme Update on Coventry Investment Fund
11 November 2015
Treasury Management Funding of the Capital Programme Public Health Finance Sub Regional Procurement Strategy 2015-2020 Public Consultation – Local Council Tax Support Scheme Medium Term Financial Strategy
6 January 2016
Customer Journey Transformation Programme Progress Report Outcome of the additional investment into Children's Services
17 February 2016
Strategic Property Review Council move to Friargate
2 March 2016
Procurement Strategy Social Value Policy
27 April 2016
Capital Programme Equalities in Employment
Dates to be determined
Reserves Visit – Tour of Customer Centre prior to opening – September dates to be advised

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	Local Council Tax Support Scheme	The Council is consulting on proposed changes to the Council Tax Support Scheme. The Board will review the proposals and make any recommendations for consideration as part of the consultation process.	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		

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2 September 2015	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	
11 November 2015	Treasury Management	To look at approaches to treasury management including cash balances and approaches to borrowing	Cllr Gannon/ Barrie Hastie	Informal meeting	
11 November 2015	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	
11 November 2015	Public Health Finance	The Board have requested a short briefing on Public Health finance to understand the levels of funding the area has brought with them into the Council.	Cllr Gannon/ Barrie Hastie	Informal meeting	
11 November 2015	Sub Regional Procurement Strategy 2015-2020	To approve the Sub Regional Procurement Strategy 2015-2020. This will be going to Cabinet Member on 26.11 so any comments and recommendations can be forwarded there.	Cllr Gannon/ Liz Welton		
11 November 2015	Public Consultation – Local Council Tax Support Scheme	For the Board to feed into the consultation on changes to the Local Council Tax Support Scheme.	Tim Savill		
11 November 2015	Medium Term Financial Strategy	For the Scrutiny Board to comment on, and make recommendations about, the MTFS before it goes to Cabinet.	Barry Hastie/ Paul Jennings	Annual Report	
6 January 2016	Transformation Programme Progress	To review progress on targets against the Transformation Programme	Cllr Gannon / Lisa Commane	Regular Review	

Date	Title	Detail	Cabinet Member/ Lead Officer	Source	Outcomes
	Report	reported through budget monitoring reports, including performance against targets as set out in the Council Plan 2013/14 Performance Report			
6 January 2016	Customer Journey	To look at the progress being made with the customer journey and customer services performance. To include whether the savings anticipated in the MTFS through the changes to customer service, through Kickstart and the Customer Journey, are on track to be achieved.	Cllr Gannon/ Lisa Commane	Informal meeting	
6 January 2016	Outcome of the additional investment into Children's Services	To consider the outcome of the additional investment into Children's Services,	Cllr Gannon/ Cllr Ruane/ Barrie Hastie	Informal meeting	
17 February 2016	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	
17 February 2016	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	
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	
27 April 2016	Capital Programme	An update on the Capital Programme to be provided in March/ April 2016.	Cllr Gannon/ Paul Jennings	Annual Item	
27 April 2016	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?	
Briefing Note	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. The Board was concerned to understand 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. A briefing note was circulated to the Board on 30 July; collection rates and impacts will be monitored throughout the year and will be brought to the Board should any concerns be identified.	Lisa Commane/ Tim Savill		
TBC	Reserves	To look at Council reserves and how they are allocated and used. This item will be scheduled following the outcomes	Cllr Gannon/ Barrie Hastie	Informal meeting	
TBC	Visit – Tour of Customer Centre prior	Members have requested the opportunity to tour the customer	Lisa Commane	Agenda conference	

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	to opening	centre a couple of months prior to it opening.			
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	