

CORPORATE OVERVIEW AND SCRUTINY

WORK PROGRAMME 2021/2022

Who are we?

The Corporate Overview and Scrutiny Committee is made up of 12 Members (broadly reflecting the Council's political balance) who manage the functions of the Committee (as detailed within the Constitution of the Council- also see the *how we do it* section below). The meeting dates and report deadline dates are as follows:

<u>Name of Committee</u>	<u>Final Reports Deadline</u>	<u>Agenda Publication Deadline</u>	<u>Date of meeting</u>
Corporate Overview and Scrutiny Committee	Thursday, 10th June 2021	Monday, 14th June 2021	Tuesday, 22nd June 2021
Corporate Overview and Scrutiny Committee	Thursday, 2nd September 2021	Monday, 6th September 2021	Tuesday, 14th September 2021
Corporate Overview and Scrutiny Committee	Thursday, 4th November 2021	Monday, 8th November, 2021	Tuesday, 16th November 2021
Corporate Overview and Scrutiny Committee	Wednesday, 8th December 2021 <i>(additional meeting)</i>	Tuesday, 30th November 2021	Monday, 29th November 2021
Corporate Overview and Scrutiny Committee	Thursday, 27th January 2022	Monday, 31st January 2022	Tuesday, 8th February 2022
Corporate Overview and Scrutiny Committee	Thursday, 10th March 2022	Monday, 14th March, 2022	Tuesday, 22nd March 2022

What we do

The Committee's primary role is to hold the executive to account by way of undertaking policy and budget development reviews as well as questioning/challenging the judgement and decisions making of the Executive, Members, Portfolio Holders and Senior Officers. The Committee's work is also supported by the study groups it commissions and monitors.

How we do it

The functions of the Corporate Overview and Scrutiny Committee are:

- Develop a work programme detailing the objectives, timetable and methodology.
- Responsible Committee for scrutiny of Townships generally; corporate service development and delivery; for scrutiny of partnerships or key contractors; corporate performance monitoring; corporate financial

monitoring and the annual budget development consultation, and for overview of the respective Portfolio Holders and Directors.

- Respond to consultation by Cabinet on relevant policy development and the annual budget proposals.
- Scrutinise the in-year performance of Council Services and other appropriate bodies, in accordance with the Council's Performance Management Framework and against approved Directorate Plans, where appropriate.
- Scrutinise in-year budget performance.
- Instigate the appropriate action in response to adverse service performance.
- Scrutinise inspection reports and associated action plans produced by external agencies (where appropriate to this Committee).
- Review and scrutinise executive decisions in accordance with the Council's Constitution, which have been called-in by Members of the Council.
- Receive reports, where appropriate, from the Council's representatives on outside bodies, and to direct representatives to report to the Council, where appropriate.
- Commission, scope and oversee studies and reviews relating to Council Services and issues directly affecting the Borough and, where appropriate, to make recommendations to the Cabinet arising from such studies and reviews.
- Consider Annual Service Plans in line with Council Policy (Part 4E - Constitution of the Council).

**CORPORATE OVERVIEW AND SCRUTINY COMMITTEE – MEETINGS IN
2021/2022**

22nd June 2021

Work Programme	To consider the Committee's Work Programme
Call-in/Member items/other referrals	
Directorate Plan Updates (4 th Quarter 2020/2021) <ul style="list-style-type: none"> Resources Directorate Neighbourhoods (Corporate Services) Directorate 	Performance management and monitoring
Delegated Approvals – Summary Report 2020/21	
Final Outturn Report 2020/2021	
Presentation – Libraries Strategy	
Presentation – Contact Centre	

12th July 2021 (Informal Meeting)

Property Investments - Performance and Risk -	Financial scrutiny of the activities of the Property Growth Fund Sub-Committee
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14th September 2020

Work Programme	To note the Committee's Work Programme
Call-in of a Pennines Township Committee decision	
Directorate Plans 2021/2022 – 1 st Quarter - Resources and Neighbourhoods Directorates	
Corporate Complaints - Update	Financial scrutiny
Comprehensive Financial Update	Financial scrutiny
Draft Communications Plan/Strategy	Presentation
Council Tax Discount for care leavers	Scrutiny of proposals
Budget 2022/23 to 2024/25 - Guidelines, Timetable and Budget Update	Scrutiny of proposals

16th November 2020

Work Programme	To note the Committee's Work
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	Programme
Call-in/Member items/other referrals	
Local Government Ombudsman: Annual Review 2020/2021	Performance monitoring and management
Insurance Claims Report (including vfm presentation from the Council's insurance brokerage representatives)	Financial scrutiny
Digital Strategy (presentation)	Scrutiny of proposals
Directorate Plan Updates (2 nd Quarter 2021/2022) <ul style="list-style-type: none"> • Resources Directorate • Neighbourhoods (Corporate Services) Directorate 	Performance monitoring and management

8th December 2021 (additional meeting)

Work Programme	To note the Committee's Work Programme
Call-in/Member items/other referrals	
Intelligent Automation – a presentation by Finance Service	Scrutiny of proposals
2022/23 Council Tax Tax-base	Scrutiny of proposals
2022/23 Setting the Business Rate	Scrutiny of proposals
2022/23 Budgetary proposals	Budget development and scrutiny
Comprehensive Financial Update – Presentation – including Revenue Budget and Capital Programme proposals	Financial scrutiny
Savings Proposals 2022/23	Financial scrutiny

8th February 2022 (including budgetary proposals for 2022/2023)

Work Programme	To note the Committee's Work Programme
Call-in/Member items/other referrals	
Local Government Act Report on the Robustness of the Budget	Budget development and scrutiny
The Revenue Budget and Medium Term Financial Strategy	Budget development and scrutiny
Reserves Policy	Budget development and scrutiny
Savings programme – Post Consultation Update	Budget development and scrutiny
Capital Investment and Disposals Strategy	Budget development and scrutiny
Treasury Management Strategy	Budget development and scrutiny
Corporate Debt Strategy	Budget development and scrutiny
GMCA Scrutiny Committee	Minutes for information

22nd March 2021

Work Programme	To note the Committee's Work Programme
Call-in/Member items/other referrals	
Directorate Plan Updates (3 rd Quarter 2021/2022) <ul style="list-style-type: none">• Resources Directorate• Neighbourhoods (Corporate Services) Directorate	Performance monitoring and management
Corporate Complaints (6 monthly update – 1 st and 2 nd quarters 2021/22)	Performance monitoring and management
Financial Update	Financial scrutiny
Property Investments - Performance and Risk - 2021/22	Financial scrutiny of the activities of the Property Growth Fund Sub-Committee
GMCA Scrutiny Committee	Minutes for information

To be arranged:

- A report regarding the Strategic Plan relating to recovery from Covid-19.