

## Scrutiny Management Board draft work programme

7 November 2023 **report deadline 30 October 23**

Topic and Objectives	Evidence required	Attendees*
<b>Workforce strategy</b> <ul style="list-style-type: none"> <li>- Scrutinise draft workforce strategy</li> <li>- Identify opportunities to support workforce development</li> </ul>	Draft workforce strategy	<ul style="list-style-type: none"> <li>• Director of Human Resources and Organisational Development</li> <li>• Head of Learning &amp; Organisational Development</li> </ul>
<b>Financial strategy</b> <ul style="list-style-type: none"> <li>- Proposed consultation approach for the 2024-25 Budget</li> <li>- Income and charging</li> </ul>	Briefing on consultation proposals  Briefing on ongoing income and charges review  2012 income and charging guidelines	<ul style="list-style-type: none"> <li>• Corporate Director of Economy and Environment</li> <li>• LINK</li> </ul>
<b>Work programme co-ordination</b> <ul style="list-style-type: none"> <li>- Review the work programmes of all scrutiny committees</li> <li>- Identify gaps and overlaps and refine programmes accordingly</li> </ul>	Scrutiny committee work programmes	<ul style="list-style-type: none"> <li>• Statutory scrutiny officer</li> </ul>
<b>Forward Plan</b> <ul style="list-style-type: none"> <li>-</li> </ul>		<ul style="list-style-type: none"> <li>•</li> </ul>

21 November 2023 **report deadline 13 November 23**

Topic and Objectives	Evidence required	Attendees*
<b>2024-2027 County Plan and 2023-2024 delivery plan</b> <ul style="list-style-type: none"> <li>- Scrutinise progress against the 2023-2024 delivery plan</li> <li>- Review a draft, or work to produce a draft County Plan</li> </ul>	Draft County Plan Current delivery plan	<ul style="list-style-type: none"> <li>• Director of Strategy and Performance</li> </ul>
<b>Financial strategy</b> <ul style="list-style-type: none"> <li>- Capital investment programme</li> <li>- Closer working with parish councils               <ul style="list-style-type: none"> <li>○ Which services can parish councils deliver?</li> </ul> </li> </ul>	Briefing on Capital Investment Programme Briefing on relationship with parish councils	<ul style="list-style-type: none"> <li>• TBA</li> </ul>

<ul style="list-style-type: none"> <li>○ How do the unitary and parish council co-ordinate funding for co-delivered or delegated services and functions?</li> </ul>		
<b>Scrutiny effectiveness review</b> <ul style="list-style-type: none"> <li>- Agree a proposal and approach for an annual effectiveness review of the scrutiny function</li> </ul>	Proposal for an effectiveness review	<ul style="list-style-type: none"> <li>• Statutory Scrutiny Officer</li> </ul>
<b>Q1 performance report</b>	Q1 Performance report	<ul style="list-style-type: none"> <li>• Director of Strategy and Performance</li> </ul>

**16 January 2024 report deadline 8 January 2024**

Topic and Objectives	Evidence required	Attendees*
<b>Digital strategy</b> <ul style="list-style-type: none"> <li>- TBC</li> </ul>	TBC	TBC
<b>Financial Strategy</b> <ul style="list-style-type: none"> <li>- Scrutinise the draft budget</li> </ul>	Draft 2024-2025 budget	

**19 March 2024 report deadline 11 March 2024**

Topic and Objectives	Evidence required	Attendees*
<b>Information governance and security</b> <ul style="list-style-type: none"> <li>- TBC</li> </ul>	TBC	<ul style="list-style-type: none"> <li>• TBC</li> </ul>
<b>Financial Strategy</b> <ul style="list-style-type: none"> <li>- Agree terms of reference and work programme for financial strategy for 2024-2025 period</li> </ul>	Draft work programme	<ul style="list-style-type: none"> <li>• Statutory Scrutiny Officer</li> </ul>

**May 2024 report deadline TBA**

Topic and Objectives	Evidence required	Attendees*
<b>Scrutiny effectiveness review</b>	Draft effectiveness review	<ul style="list-style-type: none"> <li>• Statutory Scrutiny Officer</li> </ul>

- Agree draft effectiveness review for presentation to Council		
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\*The Director, Resources and Assurance, Head of Strategic Finance, Leader of the Council and Portfolio Holder, Finance and Corporate Services, all have a standing invitation to the meeting. It is assumed that the relevant portfolio holder will attend each meeting.