Corporate Scrutiny Panel - Work Programme 2018-19

Item	Areas of Focus	Timetable	Officer lead
1. Financial Monitoring (To include training)	See separate work programme at Appendix 1	Ongoing	
2. Corporate Plan	To consider the revised Corporate Plan prior to submission to Council	3rd July 18	Kate McNicholas/ Rachel Spencer-Henshall to present
3. Libraries Review	- Report recommends alternative delivery models used elsewhere should be researched. - Could recommendations in this report support the place based working agenda?	Extra meeting arranged for 2nd August to consider prior to submission to Cabinet on 21st August 2018 (TBC)	Carol Stump
4. Access to Services	Link to Libraries Review. Services traditionally based within libraries – do they need to be? *(Consider*	2nd August 2018 (Extra meeting)	Carol Stump

	recommendations of independent report that outline the public would prefer to move services into libraries rather than close the libraries)		
5. Transformation Programme	Work streams to include: - Procurement - Commercialisation (pre-scrutiny – what can we learn?)	31 August 18 TBC - Look at procurement first	Jane Lockwood
6. People Strategy	- Staff Wellbeing - Succession Planning - Induction - Right people in right place to enable continuity	October 2018 TBC	
7. Digital by Design Strategy	Link to Transformation Work Streams	TBC	Andrew Brammall
8. Land lettings policy	Community groups pay to borrow land for community events – conflicts with communities' strategy.	TBC	

9. Democracy Commission *Lead Member to include within LM Briefings*	Link with "We're Kirklees"	Not for full panel discussion – LM will update the Panel as necessary	Carl Whistlecraft/ Cllr Scott

Financial Scrutiny – Work Programme

Topic	Areas of focus	Officer	Actions	Outcomes
Financial Planning	• MTFP • Annual Council Budget • Reserves Policy	Eamonn Croston	• How is the Corporate Plan informed by financial strategy • Are all of the Council's strategies in sync? • Consider if the Annual Budget set in accordance with MTFP? • Have targets been met and how are these measured? • Outline of any overspends/ underspends and how these have been considered for future budget planning • Outline of any implications arising from service plans • Is the level of reserves in line with the MTFP?	• Is the impact of resource allocation, decisions and spending measured? • Are financial targets appropriate in relation to the MTFP forecast and monitored regularly? • Is Social Value of spending measured, where appropriate? • Are targets being achieved?

Financial Scrutiny – Work Programme

Financial Management	• Budget Monitoring	Eamonn Croston	• Consider revisions to current budget, including pressures and arising issues and compare to last year's statements. • Consider Executive's proposals for next financial year. • Consider provisional settlement and Executive's response. • Consider final budget proposals.	• Have planned service outputs been achieved? *(Link to performance monitoring)* • What has been achieved from additional resources? • Have resources been managed effectively throughout the year? • Where does this year's outturn leave the council finances for next year?
Savings and Efficiency Plans	• MTFP • Council Budget	Eamonn Croston	• Are efficiency plans being managed with adequate resources? • What variances have arisen during the year? • Are variations reviewed and linked back to original strategy? • How is the impact on services being monitored?	• Were objectives outlined and achieved? • What savings were not achieved and how is the impact of this being managed?

Financial Scrutiny – Work Programme

Citizen Participation	• Public Participation	Eamonn Croston	• How engaged are the public with the Council's financial processes? • Do items on the forward plan reflect interests and concerns of the public (and service users)? • How is social media used to enable public participation? • How do decision makers take into account the views of the public currently?	• Has there been an increase in participation of the public?