

## CORPORATE SCRUTINY PANEL – WORK PROGRAMME 2019/20

**MEMBERS:** Councillors Andrew Cooper (Lead Member), Mahmood Akhtar, James Homewood, John Lawson, Will Simpson, John Taylor  
Co-optees: Nathan Paul, Philip Chaloner

**SUPPORT:** Sheila Dykes, Principal Governance & Democratic Engagement Officer

<b>FULL PANEL DISCUSSION</b>		
<b>ISSUE</b>	<b>APPROACH/AREAS OF FOCUS</b>	<b>NOTES</b>
<p><b>Financial Monitoring</b> (To include training)</p>	<p><b>September</b> Further review of MTFP – headline assumptions / financial resilience / budget risk</p> <p><b>November</b> Financial Management Update - current monitoring/ budget update</p> <p><b>February</b> Provisional financial settlement / Autumn Budget/Story so far</p> <p><b>March</b> Financial Management Update + end of year summary /start of next year monitoring plan; include link to corporate plans and service plans &amp; budgets</p>	<p>Future report in respect of the management of the Capital Plan in terms of re-profiling and the availability of resources and capacity to deliver its ambitions.</p> <p><u>20<sup>th</sup> September 2019</u> Financial management update report noted. Further progress report, including the budget strategy update, to be considered at the November meeting.</p> <p><u>15<sup>th</sup> November 2019</u> That it be noted that the Panel may wish to consider the issue of delivery plans and tracking of progress associated with savings programmes in more detail at a future meeting.</p>
<p><b>Corporate Plan</b></p>	<p>Corporate Plan refresh Embed and implementation</p>	<p>Living in Kirklees survey to be shared with the Panel before its next distribution and Panel to incorporate a discussion on citizen engagement as part of this item;</p>

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<p><b>Corporate Performance</b></p>		<p><u>18<sup>th</sup> October 2019</u>                      Panel considered an overview of Q1 performance in relation to ‘work smart and deliver efficiently and effectively’.</p> <ul style="list-style-type: none"> <li>• Following information to be included in future reports:                             <ul style="list-style-type: none"> <li>- Future ambition on sickness absence, benchmarking with other West Yorkshire Local Authorities</li> <li>- good news stories be explored for future inclusion in performance reports.</li> <li>- explanation of Transformation within the organisation which has had an impact on the reduction in agency spend.</li> <li>- improvements on the Local Wealth Creation, the Council’s future ambition and benchmarking with other West Yorkshire Local Authorities</li> </ul> </li> <li>• That the Panel be consulted on the early development and testing of dashboards for self-service access to data.</li> <li>• Officers to explore whether mental health is effectively represented in the performance data and whether it is having an impact in terms of staff absences.</li> <li>• Officers to explore whether consultation and engagement with local businesses on performance data was a possibility and whether this could then influence the Council’s strategies and priorities.</li> <li>• Panel to consider a report to a future meeting on the volunteering offer, including details of the prospectus and volunteering opportunities and how this could be further promoted by the Council.</li> </ul>
<p><b>Libraries Review (to include Access to Services)</b></p>		<ul style="list-style-type: none"> <li>• Update on progress.</li> <li>• Briefing in relation to work with the University of Huddersfield on the development of an archiving plan.</li> </ul>

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<b>Procurement</b>	<p>Work streams to include:</p> <ul style="list-style-type: none"> <li>- Procurement Strategy/Plan</li> <li>- To understand the changes being made to procurement and monitor the impacts of savings being made.</li> </ul>	
<b>Approach to Commercialisation</b>	<p>To help to shape the Council's approach to commercialisation.</p> <ul style="list-style-type: none"> <li>- Informal introduction</li> <li>- Initial proposals for approach to future meeting, to include case studies</li> </ul>	<p>Informal discussion with Panel held on 12.07.19</p> <p>Training session run by the Local Government Association held on 21/11/19</p> <p><u>10<sup>th</sup> January 2020</u> Further report to be submitted to the Panel in early 2020/21; to include consideration of how the Council might implement a more systematic approach to bringing forward potential opportunities.</p>
<b>People Strategy</b>	<p>Delivery of the People Strategy</p> <p>Work streams:</p> <ul style="list-style-type: none"> <li>• Attraction and retention – <a href="#">28<sup>th</sup> February 2020</a></li> <li>• <i>Development (11 October 2018)</i></li> <li>• <i>Health &amp; Wellbeing (12 April 2019)</i></li> </ul>	<ul style="list-style-type: none"> <li>• Panel to regularly receive a copy of the organisation's performance dashboard;</li> <li>• Noted that the work strand of the Kirklees People Strategy focussing on 'Attraction and Retention' will include a review of the induction process.</li> <li>• Future reports to include information on the development and progress of the 'Workplace Wellbeing Champions' initiative; the development of work to identify and address any areas of particular pressure within the organisation; and a breakdown of the sickness figures into long term and short term absence.</li> </ul> <p><u><a href="#">28<sup>th</sup> February 2020</a></u></p>

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<b>Technology Strategy Development</b>	<p>Maintain overview of development of the strategy</p> <ul style="list-style-type: none"> <li>• New approach to digital transformation</li> <li>• How residents interact with the Council/customer experience</li> </ul>	<p>Informal session – 12<sup>th</sup> March 2020</p>
<b>Leaving the EU preparations</b>	<p>To maintain an overview of the work of the Council to plan for the potential implications of leaving the EU</p> <ul style="list-style-type: none"> <li>- Introductory discussion – 12.7.19</li> <li>- Further discussion – 20.9.19</li> </ul>	<p><u>12<sup>th</sup> July 2019</u></p> <ul style="list-style-type: none"> <li>• Requested that future report(s) include financial risks as part of treasury management preparation; details of critical processes within the Council that are currently dependent on partners in the EU.</li> <li>• Recommended that the care leavers age range within the report be extended to 25.</li> </ul> <p><u>20<sup>th</sup> September 2019</u></p> <p>Recommended that the following matters be included in the study to be commissioned in relation to the economic impact on Kirklees:</p> <ul style="list-style-type: none"> <li>• Potential impact on business rates.</li> <li>• Potential impact/risks associated specifically with the social care sector around workforce and financial viability and any consequential risk for the Council.</li> </ul> <p>Strategic Partnership Lead – Business to circulate;</p> <ul style="list-style-type: none"> <li>• the document setting out the questions most frequently asked by businesses in relation to preparation for a no-deal exit from the EU, as compiled by the British Chambers of Commerce, and their assessment of the Government guidance available to business, and</li> <li>• the latest regional growth update.</li> </ul> <p><u>10<sup>th</sup> January 2020</u></p> <ul style="list-style-type: none"> <li>• Briefing note be sent to Members of the Panel, as soon as possible after the meeting, to confirm the implementation date in respect of changes to export documentation requirements</li> </ul>

**FULL PANEL DISCUSSION**

ISSUE	APPROACH/AREAS OF FOCUS	NOTES
		<p align="right">cont...</p> <ul style="list-style-type: none"> <li>• Updates continue to be submitted to the Panel, to include information in relation to:               <ul style="list-style-type: none"> <li>- the impact on looked after children from EU origins.</li> <li>- the percentage of the exports from Kirklees destined for non EU countries affected by current EU block agreements and the countries/block agreements that have agreed transitional arrangements in place.</li> <li>- the potential impact on Kirklees businesses in terms of World Trade Organisation (WTO) tariffs on exports in the event of trade deals not being replicated</li> </ul> </li> </ul> <p><a href="#">28<sup>th</sup> February 2020</a></p>
<p><b>Organisational Communications Strategy</b></p>	<p>To examine the principles of managing internal/external communications</p>	<p><a href="#">Informal Session – 12<sup>th</sup> March 2020</a></p>
<p><b>Cabinet Member – Priorities</b> Councillor Graham Turner</p>		<p><a href="#">12<sup>th</sup> July 2019</a> Portfolio Holder provided brief update on priorities.</p> <p>Panel requested that the next update include some narrative to illustrate whether projects had achieved their aim, such as increased footfall or an increase in creative and digital start-up businesses, whether this was to the extent that had been anticipated and the wider impact of any achievements.</p>
<p><b>Inclusion and Diversity</b></p>		<p><a href="#">10<sup>th</sup> January 2019</a></p> <ul style="list-style-type: none"> <li>• Positive progress being achieved, including the Bronze National Inclusion Standard Award received in September 2019, welcomed.</li> </ul> <p align="right">cont....</p>

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		<ul style="list-style-type: none"> <li>Recommended that consideration be given to the integration of the workforce profile data with the work being done in terms of wellbeing, to assist in identifying any potential gaps in support for any particular group.</li> </ul>
<b>LEAD MEMBER BRIEFING/MONITORING</b>		
<b>ISSUE</b>	<b>APPROACH/AREAS OF FOCUS</b>	<b>NOTES</b>
<b>Asset Transfers/Asset Divestment</b>	To scrutinise the revised Asset Transfer Strategy/Policy	LM Briefing - 10/12/19
<b>Mandatory Photographic ID at Elections</b>	Contingency plans for Kirklees residents	LM Briefing to be arranged once more detail on the proposals is available (Queens Speech October 2019)