

## CORPORATE SCRUTINY PANEL – WORK PROGRAMME 2020/21

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

**SUPPORT:** Jenny Bryce-Chan, Principal Governance & Democratic Engagement Officer

FULL PANEL DISCUSSION		
ISSUE	APPROACH/AREAS OF FOCUS	NOTES
Financial Monitoring	<p><b>July</b> End of year summary</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> <ul style="list-style-type: none"> <li>• Delivery plans and tracking of progress associated with savings programmes.</li> <li>• Public realm funding review, to include how the process operated, the results achieved, and the potential for future budget provision.</li> <li>• Future report if the Service Director, Finance considers that there is anything to be learned from the rationale and practices of those authorities identified in CIPFA's Resilience Index as having the highest or lowest levels of reserves.</li> </ul>	<p>Previous references:</p> <ul style="list-style-type: none"> <li>• 20 September 2019</li> <li>• 15 November 2019</li> <li>• 28 February 2020</li> <li>• 6 August 2020</li> </ul> <p><b>Note:</b> To be updated in light of Covid-19 crisis and to include future Council financial strategy</p>

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<b>Council's Risk Register</b>	<p>Regular reports to provide scrutiny of items on the Register</p> <p><b>Note:-</b> to include additional and new risks as a result of the Corvid 19 pandemic</p>	Risk Register is updated on a quarterly basis
<b>Capital Plan</b>	Governance, re-profiling and capacity to deliver ambitions.	
<b>Corporate Plan</b>	<p>Corporate Plan refresh Embed and implementation</p> <p><b>Note:-</b> to consider a reassessment of corporate objectives and the Corporate Plan in light of Covid-19</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;
<b>Corporate Performance</b>	<p>Review of performance in relation to the 'work smart and deliver efficiently and effectively' outcome.</p> <p>Items of interest identified:</p> <ul style="list-style-type: none"> <li>• Future ambition in respect of sickness absence and benchmarking with other WY local authorities</li> <li>• Inclusion of good news stories in performance reports.</li> <li>• Explanation of the transformation work that has had an impact in reducing agency spend.</li> <li>• Improvements in local wealth creation, the Council's future ambition and benchmarking with other West Yorkshire Local Authorities.</li> <li>• Exploration of whether mental health is effectively represented in the performance data and whether it is having an impact in terms of staff absence.</li> <li>• Whether consultation and engagement with local businesses on performance data is possible and whether this could then influence the Council's strategies and priorities.</li> <li>• The volunteering offer, including details of the prospectus and volunteering opportunities and how this could be further promoted by the Council.</li> <li>• Panel consultation on the early development and testing of dashboards for self-service access to data.</li> </ul>	Previous reference: 18 October 2019

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<b>Libraries Review (to include Access to Services)</b>	<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> <p><b>Note:-</b> to include strategy moving forward in light of Covid-19</p>	
<b>Procurement</b>	<p>Procurement Strategy/Plan including:</p> <ul style="list-style-type: none"> <li>• Understanding of the changes made to procurement and monitoring of the impacts of savings as a result.</li> </ul>	
<b>Approach to Commercialisation</b>	<p>To help to shape the Council's approach to commercialisation.</p> <p>Further report in early 2020/21; to include consideration of how the Council might implement a more systematic approach to bringing forward potential opportunities.</p>	<p>Previous references:</p> <ul style="list-style-type: none"> <li>• 12 July 2019 (Informal)</li> <li>• 21 November 2019 (LGA Session)</li> <li>• 10 January 2020</li> </ul>
<b>People Strategy</b>	<p>Refresh of the People Strategy</p> <ul style="list-style-type: none"> <li>• Panel to regularly receive a copy of the organisation's performance dashboard;</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> <li>• Report in Autumn 2020 on the refreshed People Strategy. To include the recommendations forthcoming from the current study of the reasons for people leaving the authority.</li> </ul> <p>(See recommendations put forward by Panel for refresh – in notes.)</p>	<p>Previous reference:</p> <p>28 February 2020 10 September 2020</p> <ul style="list-style-type: none"> <li>• consideration be given to using 'real-life' stories to illustrate data.</li> <li>• the strategy make reference to those staff who are also carers and the support available to them.</li> <li>• the induction process for the most senior employees, should include introductory engagement with the political groups.</li> <li>• the volunteering opportunity for staff and the employee benefit platform should continue to be well promoted.</li> </ul>
<b>Technology Strategy 2020-25</b>	<i>Review implementation once adopted?</i>	Informal session – 12 <sup>th</sup> March 2020

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<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> <p>To include:</p> <ul style="list-style-type: none"> <li>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>update on the analysis of the Kirklees level export destinations with the current position on free trade agreements;</li> <li>an assessment of local business confidence;</li> <li>evaluation of the implications for social care;</li> <li>update on the wider economic and social impacts of transition including those issues that extend beyond the Council's remit.</li> </ul>	<p>Previous references:</p> <ul style="list-style-type: none"> <li>12 July 2019</li> <li>20 September 2019</li> <li>10 January 2020</li> <li>28 February 2020</li> <li>10 September 2020</li> </ul>
<b>Organisational Communications Strategy</b>	<p>Overview of development of strategy/ examine the principles of managing internal/external communications</p> <p>Including:</p> <ul style="list-style-type: none"> <li>How the Council presents itself</li> <li>Role of Elected Members</li> <li>Peer Review recommendations??</li> </ul>	<p>LM Briefing 31/1/20 6 August 2020</p>
<b>Cabinet Member – Priorities</b> Councillor Graham Turner	<p>Next update to 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>Previous reference: 12 July 2019 6 August 2020</p>
<b>Inclusion and Diversity</b>	<p><i>Review of annual report?</i></p> <ul style="list-style-type: none"> <li><i>Feedback on Panel recommendation that consideration be given to the integration of the workforce profile data with the work being done in</i></li> </ul>	<p>Previous reference: 10 January 2020 10 September 2020</p>

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	<i>terms of wellbeing, to assist in identifying any potential gaps in support for any particular group?</i>	
LEAD MEMBER BRIEFING/MONITORING		
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<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)