



Corporate Resources O&S Committee: Work Programme 2015/16

Chair: Cllr Waseem Zaffar

Committee Members: Cllrs: Randal Brew, Marje Bridle, Tristan Chatfield, Mick Finnegan, Jon Hunt, Changese Khan, Narinder Kaur Kooner, Chaman Lal, Yvonne Mosquito, Gary Sambrook, Ken Wood

Committee Support: Scrutiny Team: Emma Williamson (464 6870), Jayne Power (303 4810)
Committee Manager: Victoria Williams (303 7037)

1 Meeting Schedule

| Date | Item | Officer contact |
|---------------------------------------|--|--|
| 16 June 2015 | Informal Meeting | Emma Williamson/Jayne Power, Scrutiny Office |
| 14 July 2015, 2pm Committee Room 2 | Member development: <ul style="list-style-type: none"> Update on Member Development Programme Members as community leaders (Citizens UK – to be confirmed) <p><i>Outcome:</i> to support the development of a member development programme</p> | Emma Williamson, Scrutiny Office / Tina Morris, Senior HR Practitioner - OD and Learning |
| | The Customer Journey: <ul style="list-style-type: none"> Briefing on work undertaken by former Governance, Resources and Customer Services O&S Committee; Customer satisfaction trends analysis Briefing note on complaints process <p><i>Outcome:</i> to agree two or three key lines of enquiry</p> | Chris Gibbs, Service Director, Customer Services / Paula Buckley, Assistant Director, Customer Services Centre |
| 08 September 2015 Committee Room 2 | <i>Report of the Leader</i> Part 1: To answer questions on the Leader's Policy Statement, the Boundary Commission work and the Combined Authority | Deborah Harries, Head of Public Affairs / Ifor Jones, Service Director-Homes and Neighbourhood |
| | <i>Report of the Leader</i> Part 2: To update members on the Future Council programme, including discussion of: <ul style="list-style-type: none"> Financial strategy <i>Tracking:</i> Are Ward Committees Fit for Purpose <i>Tracking:</i> Devolution – Making it Real | |
| | Terms of reference: customer journey inquiry | Emma Williamson/Jayne Power, Scrutiny Office |



| Date | Item | Officer contact |
|--|--|---|
| 21 October 2015 1pm Committee Room 2 | <i>Deputy Leader:</i> <ul style="list-style-type: none"> • Update on HR • Finance reporting | Jon Warlow, Director of Finance Jonathan Evans/Kathryn Cook, HR |
| | Council Tax Localisation | Chris Gibbs, Service Director, Customer Services |
| 27 October 2015 2pm | Cabinet Member for Commissioning, Contracting and Improvement <ul style="list-style-type: none"> • To set out key priorities • <i>Tracking:</i> Council Commissioning and Third Sector Organisations | Jon Lawton, Cabinet Support Officer Nigel Kletz, Assistant Director Procurement |
| | Report back on Golden Square | Emma Williamson, Scrutiny Office |
| 10 November 2015 | <i>1100 hours: Visit to Contact Centre</i> | |
| | <i>1400 hours: Inquiry session: Customer Journey Committee Room 6</i> | |
| 8 December 2015 | Deputy Leader's Update | Rebecca Grant, Cabinet Support Officer |
| 19 January 2016 | Leader <ul style="list-style-type: none"> • To set out key priorities | Deborah Harries, Head of Public Affairs |
| | Deputy Leader <ul style="list-style-type: none"> • Month 8 Revenue Monitoring and Grant Announcement Update • Children and Families with No Recourse to Public Funds – Action Plan Update • Performance of Property Portfolio | Rebecca Grant, Cabinet Support Officer Jon Warlow, Director of Finance Brendan Seward, Team Manager Peter Jones, Director of Property Services |
| 9 February 2016 | District and Ward Arrangements | Ifor Jones, Service Director – Homes and Neighbourhood |
| | City Council Meetings/Agenda | Emma Williamson, Scrutiny Office |



| Date | Item | Officer contact |
|---------------|---|--|
| 8 March 2016 | Update on District and Ward Arrangements and City Council Meetings/Agenda Cabinet Member for Commissioning, Contracting and Improvement <ul style="list-style-type: none"> • To report on progress made over the year • <i>Tracking:</i> Council Commissioning and Third Sector Organisations Report back on Procurement of Fleet & Waste Vehicles | Emma Williamson, Scrutiny Office Jon Lawton, Cabinet Support Officer Emma Williamson, Scrutiny Office |
| 12 April 2016 | Leader <ul style="list-style-type: none"> • District and Ward Arrangements • City Council Meeting Deputy Leader <ul style="list-style-type: none"> • <i>Tracking:</i> Service Birmingham <ul style="list-style-type: none"> • <i>Tracking:</i> Increasing Participation in Sport and Physical Activity | Ceri Saunders, Head of Cabinet Office Nigel Kletz, Assistant Director, Procurement/Tony Lubman, Chief Executive, Service Birmingham Karen Creavin, Head of Birmingham Wellbeing Services |

2 To be Scheduled

- Budget Consultation meeting
- Birmingham Highways and Amey – Contract Performance Update
- Governance: Cabinet system
- Member development update
- Acivico – Contract Performance Update

3 Other Meetings

Call in Meetings

None scheduled

Petitions

None scheduled

Councillor Call for Action requests



None scheduled

The Committee approved Tuesday at 1400 hours as a suitable day and time each week for any additional meetings required to consider 'requests for call in' which may be lodged in respect of Executive decisions.

4 2016/17 – Programming Standard Items

4.1 As the 2015/16 year has progressed, members have identified some recurring items that need to be scheduled in from the start of the year. These are set out in the table below:

| Date | Item |
|---------------|---|
| June 2016 | <ul style="list-style-type: none">Work programme discussion |
| July 2016 | <ul style="list-style-type: none">Leader's Policy Statement (assuming presented to City Council the previous month)Financial monitoring: 2015/16 year outturn and Month 2 monitoring |
| October 2016 | <ul style="list-style-type: none">Financial monitoring: Month 5 Revenue Monitoring |
| December 2016 | <ul style="list-style-type: none">Financial monitoring: Budget Consultation |
| January 2016 | <ul style="list-style-type: none">Financial monitoring: Month 8 Revenue Monitoring and Grant Announcement Update |

5 Forward Plan for Cabinet Decisions

The following decisions, extracted from the Cabinet Office Forward Plan of Decisions, are likely to be relevant to the Corporate Resources remit.

| ID Number | Title | Portfolio | Proposed Date of Decision |
|-------------|--|---------------|---------------------------|
| 000318/2015 | Discharge of Accountable Body Arrangements for AMSCI – Standing Item | Leader | 17 May 2016 |
| 000812/2015 | Winning Resources for Birmingham City Council Priorities – Standing Item | Leader | 17 May 2016 |
| 000957/2015 | Shelforce Project | Leader | 17 May 2016 |
| 001203/2016 | City Centre Chamberlain Buildings | Leader | 17 May 2016 |
| 001429/2016 | Disposal of Surplus Properties | Leader | 17 May 2016 |
| 001613/2016 | Creative Equity Fund – Investment Strategy – Public | Deputy Leader | 19 April 2016 |
| 001382/2016 | Outturn Report 2015/16 | Deputy Leader | 17 May 2016 |
| 000246/2015 | HS2 Programme Delivery Plan and Resource Requirement | Deputy Leader | 28 June 2016 |



| ID Number | Title | Portfolio | Proposed Date of Decision |
|------------------|---|--|----------------------------------|
| 000598/2015 | Replacement of IT systems for the Wellbeing Service | Deputy Leader | 28 June 2016 |
| 000261/2015 | Tender Strategy for the Sale of the Kick Start Residual Loan Portfolio (P0260) – Public | Commissioning, Contracting and Improvement | 19 April 2016 |
| 000930/2015 | Procurement Strategy for the Hire of Small Mechanical Sweepers (T69) – Public | Commissioning, Contracting and Improvement | 19 April 2016 |
| 001135/2016 | Contact Centre provider for out of hours call handling (P0291) – Public | Commissioning, Contracting and Improvement | 19 April 2016 |
| 001475/2016 | Fresh Milk & Dairy and Morning Goods – Public | Commissioning, Contracting and Improvement | 19 April 2016 |
| 000286/2015 | Council Print Strategy and Associated Procurement Strategy – F0248 – Public | Commissioning, Contracting and Improvement | 17 May 2016 |
| 000288/2015 | ICT Investment and Strategy – Public | Commissioning, Contracting and Improvement | 17 May 2016 |
| 000606/2015 | Arboricultural Services (Non Highways) – P0252 – Public | Commissioning, Contracting and Improvement | 17 May 2016 |
| 001104/2016 | Procurement Contract – Public | Commissioning, Contracting and Improvement | 17 May 2016 |
| 001473/2016 | Electronic Bill Payment Service – P0171 – Public | Commissioning, Contracting and Improvement | 28 June 2016 |