



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

**Chair:** Cllr Waseem Zaffar

**Committee Members:** Cllrs: Randal Brew, Marje Bridle, Tristan Chatfield, Matthew Gregson, 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"> <li>Update on Member Development Programme</li> <li>Members as community leaders (Citizens UK – to be confirmed)</li> </ul> <i>Outcome:</i> to support the development of a member development programme	Emma Williamson, Scrutiny Office / Tina Morris, Senior HR Practitioner - OD and Learning
	The Customer Journey: <ul style="list-style-type: none"> <li>Briefing on work undertaken by former Governance, Resources and Customer Services O&amp;S Committee;</li> <li>Customer satisfaction trends analysis</li> <li>Briefing note on complaints process</li> </ul> <i>Outcome:</i> to agree two or three key lines of enquiry	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"> <li>Financial strategy</li> <li><i>Tracking:</i> Are Ward Committees Fit for Purpose</li> <li><i>Tracking:</i> Devolution – Making it Real</li> </ul>	
	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"> <li>Update on HR</li> <li>Finance reporting</li> </ul>	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"> <li>To set out key priorities</li> <li><i>Tracking:</i> Council Commissioning and Third Sector Organisations</li> </ul>	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	Performance of Property Portfolio	Peter Jones, Director of Property Services
	Children and Families with No Recourse to Public Funds – Action Plan Update	Brendan Seward, Team Manager
	Month 8 Revenue Monitoring and Grant Announcement Update	Jon Warlow, Director of Finance
	<i>To be confirmed: Acivico – Contract Performance Update</i>	<i>Trevor Haynes, Operational Director</i>
9 February 2016	Review of District and Ward arrangements Including tracking of "Are Ward Committees fit for purpose?"	Ifor Jones, Service Director – Homes and Neighbourhood



Date	Item	Officer contact
8 March 2016	Leader <ul style="list-style-type: none"><li>To report on progress made over the year</li></ul> Deputy Leader <ul style="list-style-type: none"><li>To report on progress made over the year</li></ul> Cabinet Member for Commissioning, Contracting and Improvement <ul style="list-style-type: none"><li>To report on progress made over the year</li><li><i>Tracking:</i> Council Commissioning and Third Sector Organisations</li></ul>	Deborah Harries, Head of Public Affairs Rebecca Grant, Cabinet Support Officer Jon Lawton, Cabinet Support Officer
12 April 2016	City Council meetings/agenda	TBA

## 2 To be Scheduled

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

## 3 Other Meetings

### Call in Meetings

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*None scheduled*

### Petitions

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*None scheduled*

### Councillor Call for Action requests

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

## 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	8 December 2015
000812/2015	Winning Resources for Birmingham City Council Priorities – Standing Item	Leader	8 December 2015
000839/2015	Advanced Manufacturing Supply Chain Initiative (AMSCI)	Leader	8 December 2015
000970/2015	New Street Gateway Update	Leader	8 December 2015
000796/2015	Borrowing from the Municipal Bond Agency	Deputy Leader	8 December 2015
000852/2016	Business Rates Income 2016/17	Deputy Leader	25 January 2016
000199/2015	Commercial Investment Property Portfolio Update	Deputy Leader	26 January 2016
000246/2015	HS2 Programme Delivery Plan and Resource Requirement	Deputy Leader	26 January 2016
000284/2015	Recommissioning Agency Provision for the Council – Public	Deputy Leader	26 January 2016
000775/2016	Corporate Revenue Monitoring Report Months 7 and 8	Deputy Leader	26 January 2016
000853/2016	Council Tax Taxbase for 2016/17	Deputy Leader	26 January 2016
000598/2015	Replacement of IT Systems for the Wellbeing Service	Deputy Leader	16 February 2016
000776/2016	Corporate Revenue Monitoring Report Months 9 and 10	Deputy Leader	22 March 2016
000816/2016	Capital and Treasury Monitoring Quarter 3 (October to December 2015)	Deputy Leader	22 March 2016



<b>ID Number</b>	<b>Title</b>	<b>Portfolio</b>	<b>Proposed Date of Decision</b>
000930/2015	Procurement Strategy for the Hire of Small Mechanical Sweepers (T69) – Public	Commissioning, Contracting and Improvement	8 December 2015
000261/2015	Tender Strategy for the Sale of the Kick Start Residual Loan Portfolio (P0260) – Public	Commissioning, Contracting and Improvement	26 January 2016
000286/2015	Council Print Strategy and Associated Procurement Strategy – F0248 Public	Commissioning, Contracting and Improvement	26 January 2016
000572/2015	Commissioning Strategy for the Management of Construction and Building Related Services – Public	Commissioning, Contracting and Improvement	26 January 2016
000288/2015	ICT Investment and Strategy – Public	Commissioning, Contracting and Improvement	16 February 2016
000606/2015	Arboricultural Services (Non Highways) – P0252 – Public	Commissioning, Contracting and Improvement	16 February 2016