APPENDIX 1

RESOURCES OVERVIEW AND SCRUTINY COMMITTEE 2022-23 WORK PROGRAMME

Date of Meeting: Thursday 28th July 2022

Item/ Topic	Type of Scrutiny	Aims and Objectives	Lead Officer	Witnesses	Visits	Additional Information (Including joint working / links with other O&S Committees)
Financial Monitoring	Monitoring	Scrutiny of current financial	Rebecca Hellard,	Rebecca Hellard,	None	
Q1 2022/23	Report	position	Director of Council Management	Director of Council Management Sara Pitt, Director of Finance	Required	
Planned Procurement	Standing	To note the Cabinet report	Steve Sandercock,	Steve Sandercock,	None	
Activities Report	Item	(considered on 26 July) on	Assistant Director,	Assistant Director,	Required	
		planned procurement activity.	Procurement	Procurement		
Work Programme	Decision	Approve work programme	Fiona Bottrill, Senior	None	None	
Development		for 2022-23	Overview and Scrutiny		Required	
			Manager			

Final Deadline: Tuesday 19th July 2022

Publication: Wednesday 20th July 2022

Date of Meeting: Thursday 8th September 2022

Item/ Topic	Туре	Aims and Objectives	Lead Officer	Witnesses	Visits	Additional Information
Cabinet Member for	Update	Provide a summary of	Jon Lawton, Cabinet	Councillor Yvonne	None	
Finance and	report	Cabinet Member priorities	Support Officer	Mosquito, Cabinet	Required	
Resources		for 2022-23, and identifying		Member for Finance		
		opportunities for O&S to add		and Resources		
		value				
Financial Monitoring	Monitoring	Scrutiny of current financial	Rebecca Hellard,	Rebecca Hellard,	None	
2022/23	Report	position	Director of Council	Director of Council	Required	
			Management	Management		
				Sara Pitt, Director of		
				Finance		
Long Term Debt	Update	To inform members of the	Rebecca Hellard,	Mohammed Sajid,	None	
Strategy	report	Council's strategy to deal	Director of Council	Interim Head of	Required	
		with long term debt	Management	Financial Strategy		
Planned Procurement	Standing	To note the latest Cabinet	Steve Sandercock,	Steve Sandercock,	None	
Activities Report	Item	report on planned	Assistant Director,	Assistant Director,	Required	
		procurement activity.	Procurement	Procurement		
Work Programme	Decision	Approve work programme	Fiona Bottrill, Senior	None	None	
Development		for 2022-23	Overview and Scrutiny		Required	
			Manager			

Final Deadline: Tuesday 30th August 2022

Publication: Wednesday 31st August 2022

Date of Meeting: Thursday 6th October 2022

Item/ Topic	Туре	Aims and Objectives	Lead Officer	Witnesses	Visits	Additional Information
Financial Monitoring	Monitoring	Scrutiny of current financial	Rebecca Hellard,	Rebecca Hellard,	None	
2022/23	Report	position	Director of Council	Director of Council	Required	
			Management	Management		
				Sara Pitt, Director of		
				Finance		
Implementation of	Update	To inform members of the	Rebecca Hellard,	Rebecca Hellard,	None	
Oracle	Report	implementation of the	Director of Council	Director of Council	Required	
		Oracle system	Management	Management		
				James Couper, ERP		
				Programme Director		
Progress Report on	Tracking	To monitor progress on	Steve Sandercock,	Steve Sandercock,	None	
Implementation:	Report	delivery of the	Assistant Director,	Assistant Director,	Required	
Procurement		recommendations	Procurement	Procurement		
Governance						
Arrangements						
Planned	Standing	To note the latest Cabinet	Steve Sandercock,	Steve Sandercock,	None	
Procurement	Item	report on planned	Assistant Director,	Assistant Director,	Required	
Activities Report		procurement activity.	Procurement	Procurement		
Work Programme	Decision	Approve work programme	Fiona Bottrill, Senior	None	None	
Development		for 2022-23	Overview and Scrutiny		Required	
			Manager			

Final Deadline: Tuesday 27th September 2022

Publication: Wednesday 28th September 2022

Date of Meeting: Thursday 17th November 2022

Item/ Topic	Туре	Aims and Objectives	Lead Officer	icer Witnesses		Additional Information
Progress Report on	Tracking	To monitor progress on	Rebecca Grant, Cabinet	Councillor Ian Ward,	None	Economy and Skills OSC
Implementation:	Report	delivery of the	Support Officer	Leader	Required	members to be invited
Council-owned		recommendations		Kathryn James,		to the meeting for this
Assets				Assistant Director,		item
				Inclusive Growth		
Cabinet Member for	Update	Provide a summary of	Marcia Wynter, Cabinet	Councillor John Cotton,	None	
Social Justice,	Report	Cabinet Member priorities	Support Officer	Cabinet Member for	Required	
Community Safety		for 2022-23, and		Social Justice,		
and Equalities		identifying opportunities		Community Safety and		
		for O&S to add value		Equalities		
Financial Monitoring	Monitoring	Scrutiny of current financial	Rebecca Hellard,	Rebecca Hellard,	None	
2022/23	report	situation	Director of Council	Director of Council	Required	
			Management	Management		
				Sara Pitt, Director of		
				Finance		
Planned	Standing	To note the latest Cabinet	Steve Sandercock,	Steve Sandercock,	None	
Procurement	Item	report on planned	Assistant Director,	Assistant Director,	Required	
Activities Report		procurement activity.	Procurement	Procurement		
Work Programme	Decision	Approve work programme	Fiona Bottrill, Senior	None	None	
Development		for 2022-23	Overview and Scrutiny		Required	
			Manager			

Final Deadline: Tuesday 8th November 2022

Publication: Wednesday 9th November 2022

Date of Meeting: Thursday 22nd December 2022

Item/ Topic	Туре	Aims and Objectives	Lead Officer	Witnesses	Visits	Additional Information
Financial Monitoring	Monitoring	Scrutiny of current	Rebecca Hellard,	Rebecca Hellard,	None	
2022/23	report	financial position	Director of Council	Director of Council	Required	
			Management	Management		
				Sara Pitt, Director of		
				Finance		
Planned Procurement	Standing	To note the latest Cabinet	Steve Sandercock,	Steve Sandercock,	None	
Activities Report	Item	report on planned	Assistant Director,	Assistant Director,	Required	
		procurement activity.	Procurement	Procurement		
Work Programme	Decision	Approve work programme	Fiona Bottrill, Senior	None	None	
Development		for 2022-23	Overview and Scrutiny		Required	
			Manager			

Final Deadline: Tuesday 13th December 2022

Publication: Wednesday 14th December 2022

Date of Meeting: Thursday 19th January 2023

Item/ Topic	Туре	Aims and Objectives	Lead Officer	Witnesses	Visits	Additional Information
Financial Monitoring 2022/23	Monitoring report	Scrutiny of current financial position	Rebecca Hellard, Director of Council Management	Rebecca Hellard, Director of Council Management Sara Pitt, Director of	None Required	
Budget Scrutiny	Consultation	Scrutiny to respond to Budget Consultation	Rebecca Hellard, Director of Council Management	Finance Rebecca Hellard, Director of Council Management Sara Pitt, Director of Finance	None Required	
Planned Procurement Activities Report	Standing Item	To note the latest Cabinet report on planned procurement activity.	Steve Sandercock, Assistant Director, Procurement	Steve Sandercock, Assistant Director, Procurement	None Required	
Work Programme Development	Decision	Approve work programme for 2022-23	Fiona Bottrill, Senior Overview and Scrutiny Manager	None	None Required	

Final Deadline: Tuesday 10th January 2022

Publication: Wednesday 11th January 2022

Date of Meeting: Thursday 2nd March 2023

Item/ Topic	Туре	Aims and Objectives	Lead Officer	Witnesses	Visits	Additional Information
Financial Monitoring	Monitoring	Scrutiny of current	Rebecca Hellard,	Rebecca Hellard,	None	
2022/23	report	financial position	Director of Council	Director of Council	Required	
			Management	Management		
				Sara Pitt, Director of		
				Finance		
Planned Procurement	Standing	To note the latest Cabinet	Steve Sandercock,	Steve Sandercock,	None	
Activities Report	Item	report on planned	Assistant Director,	Assistant Director,	Required	
		procurement activity.	Procurement	Procurement		
Work Programme	Decision	Approve work programme	Fiona Bottrill, Senior	None	None	
Development		for 2022-23	Overview and Scrutiny		Required	
			Manager			

Final Deadline: Tuesday 21st February 2022

Publication: Wednesday 22nd February 2022

Date of Meeting: Thursday 30th March 2023

Item/ Topic	Туре	Aims and Objectives	Lead Officer	Witnesses	Visits	Additional Information
Financial Monitoring	Monitoring	Scrutiny of current financial	Rebecca Hellard,	Rebecca Hellard,	None	
2022/23	Report	position	Director of Council	Director of Council	Required	
			Management	Management		
				Sara Pitt, Director of		
				Finance		
Planned	Standing Item	To note the latest Cabinet	Steve Sandercock,	Steve Sandercock,	None	
Procurement		report on planned procurement	Assistant Director,	Assistant Director,	Required	
Activities Report		activity.	Procurement	Procurement		
Work Programme	Decision	Approve work programme for	Fiona Bottrill, Senior	None	None	
Development		2022-23	Overview and		Required	
			Scrutiny Manager			

Final Deadline: Tuesday 21st March 2022

Publication: Wednesday 22nd March 2022

Date of Meeting: Thursday 27th April 2022

Item/ Topic	Туре	Aims and Objectives	Lead Officer	Witnesses	Visits	Additional Information
Financial Monitoring	Monitoring	Scrutiny of current financial	Rebecca Hellard,	Rebecca Hellard,	None	
2022/23	Report	position	Director of Council	Director of	Required	
			Management	Council		
				Management		
				Sara Pitt, Director		
				of Finance		
Planned Procurement	Standing Item	To note the latest Cabinet report	Steve Sandercock,	Steve Sandercock,	None	
Activities Report		on planned procurement activity.	Assistant Director,	Assistant	Required	
			Procurement	Director,		
				Procurement		
Work Programme	Decision	Approve work programme for	Fiona Bottrill,	None		
Development		2022-23	Senior Overview			
			and Scrutiny			
			Manager			

Final Deadline: Tuesday 18th April 2022

Publication: Wednesday 19th April 2022

TO BE SCHEDULED:

Items suggested for the work programme:

- Impact of Universal Credit roll out on the Council and understanding of residents' housing costs / needs and implications for the cost of living crisis.
- Financial implications of the Council's approach to early intervention for the Council's finances and budget, including proposal to bring enforcement into Council service.
- Management of the Council's budget deficit
- Delivering Best in Class Services in Finance, Resources and HR: What are current base lines and how will progress be measured? Examples of other Best in Class services / organisations in relation to finance, resources and human resources.
- Implementation of Digital Strategy
- Outcome of the CIPFA Budget Sufficiency Review of Education and Skills Directorate (now the Children and Families Directorate)
- Use of consultants
- Section 106 and CIL policy and procedure

The following two issues have been recommended by Co-ordinating O&S Committee for consideration by this committee:

- Cost of Living Crisis financial implications for the Council;
- Diversity and Inclusion Dashboard following publication in February 2023 to monitor workforce data and identify progress against workforce equality indicators.