



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) <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"> Briefing on work undertaken by former Governance, Resources and Customer Services O&S Committee; Customer satisfaction trends analysis Briefing note on complaints process <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"> 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	<p>Update on District and Ward Arrangements and City Council Meetings/Agenda</p> <p>Cabinet Member for Commissioning, Contracting and Improvement</p> <ul style="list-style-type: none"> To report on progress made over the year <i>Tracking:</i> Council Commissioning and Third Sector Organisations <p>Report back on Procurement of Fleet & Waste Vehicles</p>	<p>Emma Williamson, Scrutiny Office</p> <p>Jon Lawton, Cabinet Support Officer</p> <p>Emma Williamson, Scrutiny Office</p>
12 April 2016	<p>Leader</p> <ul style="list-style-type: none"> District and Ward Arrangements City Council Meeting <p>Deputy Leader</p> <ul style="list-style-type: none"> <i>Tracking:</i> Service Birmingham <i>Tracking:</i> Increasing Participation in Sport and Physical Activity 	<p>Ceri Saunders, Head of Cabinet Office</p> <p>Nigel Kletz, Assistant Director, Procurement/Tony Lubman, Chief Executive, Service Birmingham</p> <p>Karen Creavin, Head of Birmingham Wellbeing Services</p>

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