

APPENDIX B

CORPORATE RESOURCES AND IMPROVEMENT OVSC – DRAFT ANNUAL FORWARD WORK PROGRAMME

	Date	Topic		Invitees
1	11 July 2016	Year End Performance and Budget Monitoring Report	Annual/Year End report for financial and performance year 2015-16	Cabinet and CMB All Scrutiny Chairs Randal Hemingway, Head of Finance Lee Jones, Head of Regulatory and Partnership Services Yuan Shen, Corporate Performance, Partnership and Transformation Manager
2	11 July 2016	Sickness Absence	Report to include queries and issues raised by Members whilst scoping for the Sickness Absence REP	Cllr Hywel Williams, Cabinet Member - Resources Andrew Jolley, Corporate Director - Operational and Partnership Services Sarah Kingsbury, Head of Human Resources and Organisational Development Ian Vaughan, Workforce Planning Officer
3	21 September 2016	Procurement	Originating out of the Corporate Plan – one of the five key projects/programmes under Corporate Priority 3 – Smarter Use of Resources. How the Local Authority is getting best value for money on services and goods that we buy in; what are other LAs doing – in UK and wider?	Cllr Hywel Williams, Cabinet Member - Resources Andrew Jolley, Corporate Director - Operational and Partnership Services
4	21 September 2016	2016-17 Quarter 1: Budget Monitoring	To review 2016-17 financial performance as at 30 June 2016: forecast out-turn against revenue and capital budget and reasons for variance	Cabinet and CMB All Scrutiny Chairs Randal Hemingway, Head of Finance

	Date	Topic		Invitees
		Financial Performance		
5	7 December 2016	2016-17 Half Year Financial Performance and Half Year Corporate Plan Performance Report	To review performance including financial performance as at 30 September 2015 against 2016-17 corporate plan commitments, milestones and indicators	Cabinet and CMB All Scrutiny Chairs Randal Hemingway, Head of Finance Lee Jones, Head of Regulatory and Partnership Services Yuan Shen, Corporate Performance, Partnership and Transformation Manager
6	7 December 2016	Directorate Budget Consultation Process	Consideration of Directorate Budget for 2016/17	Cllr Hywel Williams, Cabinet Member - Resources Andrew Jolley, Corporate Director - Operational and Partnership Services Randal Hemingway, Head of Finance
7	17 January 2017	Budget Responses and Budget REP	Collate all OVSC BREP feedback and comments	Cllr Hywel Williams, Cabinet Member - Resources Andrew Jolley, Corporate Director - Operational and Partnership Services Randal Hemingway, Head of Finance
8	17 January 2017	Corporate Plan	To comment on the Council's draft 2017-2020 Corporate Plan including its improvement priorities, revised actions and the associated commitments and indicators for 2017-18	Cabinet and CMB All Scrutiny Chairs Randal Hemingway, Head of Finance
9	8 February 2017	Digital Transformation Programme	Digital Transformation - Report going to Cabinet in May, Committee's role is to assist in the design and development for the future.	Cllr Hywel Williams, Cabinet Member - Resources Darren Mepham, Chief Executive Lee Jones, Head of Regulatory and Partnership Services Randal Hemingway, Head of Finance

	Date	Topic		Invitees
10	8 February 2017	Rationalising the Council's Estate including Depot Rationalisation	Originating out of the Corporate Plan – one of the five key projects/programmes under Corporate Priority 3 – Smarter Use of Resources. Rationalising the Council's Estate – Once decision made in relation to Ravens Court Committee's role to assist in developing the next phase. Depot Rationalisation relates back to 2014 where there were concerns over the budget - increase in the cost of the project and the need for consultants, the disposal of land and the gaining of a capital receipt for this.	Cllr Hywel Williams, Cabinet Member - Resources Mark Shepherd, Corporate Director - Communities
11	15 March 2017	Business Plan 2016/17	To comment on Directorate 2016-17 business plans including its actions, milestones and performance measures	Cabinet and CMB All Scrutiny Chairs Randal Hemingway, Head of Finance Yuan Shen, Corporate Performance, Partnership and Transformation Manager
12	15 March 2017	2016-17 Quarter 3 Financial Performance	To review 2016-17 financial performance as at 31 December 2016	Cabinet and CMB All Scrutiny Chairs Randal Hemingway, Head of Finance

Extra items

Commercialisation	Originating out of the Corporate Plan – one of the five key projects/programmes under Corporate Priority 3 – Smarter Use of Resources. - Consideration of the wider opportunities for income generation - what are other LAs doing – in UK and wider?	
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Non Service Area Reports

Date	Topic	
11 July 2016	Scrutiny Annual FWP	To present to the Committee with suggested topics for consideration in the development of its Forward Work Programme for 2015-16.
11 July 2016	Corporate Parenting Champion Nomination	To cover nominations for Corporate Parenting Champion
TBC	Annual Recommendations Monitoring Report	