

## OVERVIEW AND SCRUTINY COMMITTEE WORK PROGRAMME – Oct 2020

| Issue and Description of Topic                                   | Current Position Objective  | Original Due Date | Revised Due Date | Resources Required | Contact  | *This item may contain Exempt Information |
|--|---|-------------------|------------------|--------------------|--|---|
| <b>Updated Financial Regulations and Procurement Regulations</b> | Review and update of the Financial Regulations and the Procurement Regulations.                                     | Oct 20            |                  | Report             | Head of Corporate Services   |   |
| <b>Civic Regeneration Working Group</b>                          | To update on the Civic Regeneration Working Group.  | Oct 20            |                  | Update             | Portfolio Holder for Commercialisation and Commercialisation Manager |   |
| <b>Corporate Risk Register</b>                                   | Half-yearly update on corporate risk profile.   | Sep 20            | Oct 20           | Report             | Audit Manager  |   |
| <b>Treasury Management 2020/21</b>                               | To consider a Half Year review report on Treasury Management Strategy 2020/21 prior to consideration by Cabinet.    | Nov 20            |                  | Report             | Head of Corporate Services   |   |
| <b>Medium Term Financial Strategy</b>                            | Annual report setting out the Council's Medium-Term Financial Strategy position, prior to consideration by Cabinet. | Oct 20            | Nov 20           | Report             | Head of Corporate Services   |   |

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| <b>Fleet Road Pedestrianisation</b>  | To update on the progress of pedestrianisation of the High Street.   | Nov 20 |        | Report                  | Head of Place  |  |
| <b>Commercialisation Strategy – review of improving efficiency of services, decreasing current or future costs</b> | Review the current position about improving efficiency of services and decreasing current or future costs e.g. through digitalisation and demand reduction. To include an update on the implementation of Modern.Gov. (Portfolio Holder for Digitalisation to be invited to attend). | Oct 20 | Nov 20 | Presentation            | Portfolio Holder for Digitalisation and Change and Digital Manager |  |
| <b>Planning Development Management Peer Review</b>   | To consider the draft Action Plan for Planning Development Management improvement  | Nov 20 |        | Report                  | Portfolio Holder for Place and Head of Place                       |  |
| <b>Climate Change Working Group</b>  | Minutes of Meeting held in October.  | Nov 20 |        | Minutes of Meeting only | Head of Environment & Technical                                    |  |
| <b>Crime &amp; Disorder Committee</b>  | Minutes of Meeting held in September.  | Nov 20 |        | Minutes of meeting only | Joint Chief Executive  |  |
| <b>Flooding</b>  | Update from twice yearly meeting of Agencies and Parish Flood Forums.  | Nov 20 |        | Minutes of meeting only | Head of Environment & Technical                                    |  |
| <b>IT Acceptable Use Policy</b>  | To update on IT requirements and policies.   | Nov 20 |        | Report                  | Joint Chief Executive  |  |

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| <b>IT Security Policy</b>   | To update on the IT Security Policy.  | Nov 20           |        | Report  | Joint Chief Executive      |  |
| <b>Quarterly Budget Monitoring</b>  | Quarterly update on budget position.  | Nov 20<br>Feb 21 |        | Report  | Head of Corporate Services |  |
| <b>COVID19 Update</b>   | To provide an update on the Council's work to support the District since July 2020 (COVID 19).  | Dec 20           |        | Report  | Joint Chief Executive      |  |
| <b>Car Parking Charges</b>  | The Portfolio Holder for Technical Services to be invited to update Committee on progress to agree with parish and town councils any localisation of car park charges         | Jan 21           |        | Update. | Portfolio Holder           |  |
| <b>Capital Strategy, Treasury Management Strategy Statement and Asset Management Plan</b> | To comment on the annual report setting out the future Capital Strategy, Treasury Management Strategy Statement and Asset Management Plan, prior to consideration by Cabinet. | Annual           | Jan 21 | Report  | Head of Corporate          |  |
| <b>Draft Budget</b>   | To make comments on the draft 2021/22 Budget prior to consideration by Cabinet.   | Annual           | Jan 21 | Report  | Head of Corporate          |  |
| <b>Service Plans</b>  | To make recommendations to draft 2021/22 Service Plans prior to consideration by Cabinet.   | Annual           | Mar 21 | Report  | Joint Chief Executive      |  |

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| <b>Chairman's Annual Review of the Work of the Committee.</b> | To consider the Chairman's draft report to Annual Council on a review of the work carried out in the past year by Overview and Scrutiny Committee.   | Annual | April 21 | Report | Chairman of Overview & Scrutiny Committee. |  |
| <b>Waste Management Contract</b>                              | To seek Committee's input if material changes to the contract are brought forward for decision.  | TBC    |          |        | Portfolio Holder                           |  |
| <b>Heads of Service Attendance</b>                            | <p>Once a quarter the respective Heads of Service (in rotation) each be invited to attend Committee to update on performance, targets, and delivery against Service Plans.</p> <p>Oct – Head of Community<br/> Nov - Head of Place<br/> Dec – Head of Corporate<br/> Jan – Head of Environment &amp; Technical<br/> Feb – Head of Community<br/> Mar – Head of Place<br/> Apr – Head of Corporate<br/> May – Head of Environment &amp; Technical</p> |        |          |        | Heads of Service                           |  |