

**Performance, Finance and Customer Focus Overview
Scrutiny Committee**

Work Programme 2019-2020



Please note that the work programme is a 'live' document and subject to change at short notice. The information in this work programme is intended to be of strategic relevance.

For general enquiries relating to the Council's Scrutiny function, including this Committee's work programme, please contact Jamie Sheldon, Democratic Advisor on 01752 304001.

Date of meeting	Agenda item	Prioritisation Score	Reason for consideration	Responsible Cabinet Member / Officer
12 June 2019	Corporate Finance Monitoring Report Q4 and Outturn	(5)	To monitor the Council's financial position and Performance and identify areas of concern for further scrutiny	Councillor Lowry/Andrew Hardingham/ Andrew Loton
24 July 2019	Monthly Finance Report Month 2	(5)	To monitor the Council's financial position and identify areas of concern for further scrutiny	Councillor Lowry/Andrew Hardingham
	Procurement Services	(5)		Councillor Lowry/Andrew Hardingham
	Customer Experience Programme update	(4)	To receive an update on the Customer Experience Programme	Councillor Haydon/Andy Ralphs/Pete Honeywell
2 October 2019	Monthly Finance Report Month 5		To monitor the Council's financial position and identify areas of concern for further scrutiny	Councillor Lowry/Andrew Hardingham
	Corporate Finance Monitoring Report Q1 and Outturn 2019/20	(5)	To monitor the Council's financial position and Performance and identify areas of concern for further scrutiny	Councillor Lowry/Andrew Hardingham/ Andrew Loton
	The Homelessness Strategy	(5)		Matt Garrett

Date of meeting	Agenda item	Prioritisation Score	Reason for consideration	Responsible Cabinet Member / Officer
	Update on Alliance Contract 6 month review'		To review progress	
27 November 2019	Monthly Finance Report Month 6	(5)	To monitor the Council's financial position and identify areas of concern for further scrutiny	Councillor Lowry/Andrew Hardingham
	Corporate Finance Monitoring Report Q2 and Outturn 2019/20	(5)	To monitor the Council's financial position and Performance and identify areas of concern for further scrutiny	Councillor Lowry/Andrew Hardingham/Andrew Loton
	Customer Experience Programme update	(4)	To receive an update on the Customer Experience Programme	Councillor Haydon/Andy Ralphs/Pete Honeywell
22 January 2020	Monthly Finance Report Month 7	(5)	To monitor the Council's financial position and identify areas of concern for further scrutiny	Councillor Lowry/Andrew Hardingham
18 March 2020	Monthly Finance Report Month 10	(5)	To monitor the Council's financial position and identify areas of concern for further scrutiny	Councillor Lowry/Andrew Hardingham
	Corporate Finance Monitoring Report Q3 and Outturn 2019/20	(5)	To monitor the Council's financial position and Performance and identify areas of concern for further scrutiny	Councillor Lowry/Andrew Hardingham/Andrew Loton
	Customer Experience Programme update	(4)	To receive an update on the Customer Experience Programme	Councillor Haydon/Andy Ralphs/Pete Honeywell
Items to be scheduled 2019/20				
	Customer Satisfaction Survey			
	Staff Survey Update			
	Electoral Processes/ Performance data			
	Carbon Initiative			
	Communication Review report			

Date of meeting	Agenda item	Prioritisation Score	Reason for consideration	Responsible Cabinet Member / Officer
	Street Services			
	People Directorate			
Select Committee Reviews				
To be scheduled	Gypsy Roma and Travellers Unauthorised Camps	(4)	Member request	Councillor Penberthy/Matt Garrett
Joint Select Committee Reviews				

Annex I – Scrutiny Prioritisation Tool

		Yes (=1)	Evidence
P ublic Interest	Is it an issue of concern to partners, stakeholders and/or the community?		
A bility	Could Scrutiny have an influence?		
P erformance	Is this an area of underperformance?		
E xtent	Does the topic affect people living, working or studying in more than one electoral ward of Plymouth?		
R eplication	Will this be the only opportunity for public scrutiny?		
	Is the topic due planned to be the subject of an Executive Decision?		
	Total:		High/Medium/Low

Priority	Score
High	5-6
Medium	3-4
Low	1-2