

## Overview and Scrutiny Work Programme 2019/20

### Corporate Overview and Scrutiny Management Board

Lead Officer: Jenny Haworth  
Scrutiny Assistant: Clare Luery

Key Service contact: Jeff Garfoot

#### Note:

Overview and Scrutiny Review – A systematic six-monthly review of progress against recommendations/action plan

Scrutiny/Working Group – In-depth review/light touch review

Overview/progress – Information on an issue; opportunity to comment, shape, influence, progress with a scrutiny review

Performance/Budget – Ongoing quarterly monitoring performance reports/budgets

	When	Who	Outcome	Comment
Overview and Scrutiny Review				
Scrutiny/Working Group (light touch/in-depth review)				
Budget and MTFP process	13 Sept 2019 16 Dec 2019 27 January 2020 14 Feb 2020	Jeff Garfoot/ Jenny Haworth	To enable scrutiny members to comment and feed into MTFP and budget setting process.	To look at any issues/reviews linked to achieving savings within the MTFP.  Update reports considered by COSMB
Overview/Progress				

	When	Who	Outcome	Comment
<p>Transformation Programme, including:</p> <ul style="list-style-type: none"> <li>• Smarter ways of working: progress</li> <li>• Business support project</li> <li>• ICT Developments</li> <li>• Organisational Development</li> </ul>	<p>Six monthly updates</p> <p>13 September 2019</p> <p>TBC</p>	<p>Lorraine O'Donnell/Andy Palmer</p> <ul style="list-style-type: none"> <li>• Andy Palmer</li> <li>• Andy Palmer</li> <li>• Alan Patrickson</li> <li>• Alison Lazazzera/Andy Palmer</li> </ul>	<p>To update members on the Transformation Programme.</p>	<p>Members' information</p>
<p>Regulation of Investigatory Powers quarterly report</p>	<p>2018/19 Quarter 4 21 June 2019</p> <p>2019/20 Quarter 1/2 16 Dec 2019</p> <p>Quarter 3 14 Feb 2020</p>	<p>Kamila Coulson-Patel</p>	<p>To inform members of the Council's use of powers under the Regulation of Investigatory Powers Act 2000 (RIPA) on a quarterly basis.</p>	<p>Members' information</p>
<p>Regulation of Investigatory Powers annual report</p>	<p>22 October 2019</p>	<p>Kamila Coulson-Patel</p>	<p>To inform members of the Council's use of powers under the Regulation of Investigatory Powers Act 2000 (RIPA).</p>	<p>Members' information</p>

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Customer Feedback – Compliments, Complaints and Suggestions quarterly report	2018/19 Q4 23 July 2019  2019/20 Q1 13 Sept 2019  Q2 16 Dec 2019  Q3 20 March 2020	Vicki Murray	To inform Members of the Customer Feedback report on a quarterly basis. To present key messages in relation to the management and handling of statutory representations for Children and Adults Social Services.	Members' information
Customer Services – First Point of Contact	TBC	Alan Patrickson	To update members on progress with First Point of Contact project.	Members' information
Overview and Scrutiny Annual Report	21 June 2019	Jenny Haworth	Members to sign off the Overview and Scrutiny Annual Report.	Members' information, and circulated widely
Notice of Key Decisions	At each COSMB	Jackie Graham	To monitor additions/ amendments.	Members' information
Attendance Management Update	13 September 2019	Alison Lazazzera /Jenny Haworth	To update members on progress on attendance management issues since the last update received in April 2017.	Members' information

	When	Who	Outcome	Comment
Statutory Guidance on Overview and Scrutiny in Local and Combined Authorities	Special meeting 23 July 2019	Jenny Haworth	To update members on the new scrutiny guidance and proposed Council response.	Members' information
Performance/Budget				
Performance: Quarterly reporting	2018/19 Q4 21 June 2019 2019/20 Q1 13 Sept 2019  Q2 16 Dec 2019  Q3 20 March 2020	Jenny Haworth/Tom Gorman		Standing item
Budget Outturn Report: Quarterly reporting (Transformation and Partnerships and Resources)	Q4 2018/19 and Q1 2019/20 13 Sept 2019  Q2 16 Dec 2019  Q3 20 March 2020	Ian Herberson/Michael Grogan		Standing item
Regular updates				
Implications of the Government's policy programme	Cabinet report	Jenny Haworth		

	When	Who	Outcome	Comment
Welfare reform and poverty action plan updates	Cabinet report	Emma Gardner/Kevin Edworthy		
MTFP delivery updates	Cabinet report	Andy Palmer		
County Durham Partnership update	Cabinet report	Julie Bradbrook		
Chairs' briefings	At each COSMB	Chair		
Petitions updates Quarterly	21 June 2019 13 September 2019 16 December 2019 20 March 2020	Jackie Graham		