

Report sponsor: Head of Democracy
Report author: Democratic Services Officer

Work Programme for 2021/22 Municipal Year

Purpose

- 1.1 The Corporate Services Board will have an opportunity to discuss the work programme for the 2021/22 municipal year, attached at Appendix 1.

Recommendation

- 2.1 To consider and agree the Work Programme for the 2021/22 municipal year and make any amendments to the plan as agreed by the Board.

Reason

- 3.1 To provide the Board with an opportunity to consider and discuss the work programme for 2021/22 municipal year, to ensure robust performance monitoring and challenge, whilst identifying areas for further investigation.

Supporting information

- 4.1 As detailed under Article 6 of the Council's constitution, Overview and Scrutiny Boards will:
 - review and/or scrutinise decisions made or actions taken in connection with the discharge of any of the Council's functions
 - make reports or recommendations to Council or the Council Cabinet or any Joint Body or Neighbourhood Board/Forum in connection with the discharge of any functions
 - consider any matter affecting the area or its inhabitants
 - consider decisions that have been called-in for reconsideration, and decide whether to ask the decision maker to reconsider the decision or to refer it to full Council
 - carry out policy development and review functions as shown in Article 6 of the constitution that they consider to be necessary
 - provide an annual report to Council on their workings and make recommendations for future work programmes
 - carry out any other statutory duties and responsibilities allocated to local authority scrutiny committees.

4.2 The Terms of Reference for this board cover the following service areas, and encompasses the portfolios of the Cabinet Members for Strategy; Governance; and, Finance, Assets and Digital:

- Overall strategic lead on all Council services
- Strategic partnerships
- Derby Plan/Council Plan
- Medium Term Financial Strategy
- National and regional profile
- International development
- Communications & Marketing
- Audit/CMAP
- Human Resources
- Organisational Development
- Legal
- Democracy
- Elections & Land charges
- Procurement & Contracting
- Health & Safety
- Counter Terrorism / Migration
- Finance
- Revenues and Benefits
- Business Support
- Business Systems
- Customer Management
- Digital & IT
- Strategic Asset Management & Estates
- Facilities Management
- Property Design
- Connect Derby
- Policy & Insight
- Strategy & Performance
- Change Derby

Public/stakeholder engagement

5.1 None directly arising from this report

Other options

6.1 None

Financial and value for money issues

7.1 None arising directly from this report. Implications may arise from future items identified for inclusion on the work programme as and when they are considered by the Board and from the final recommendations resulting from topic reviews.

Legal implications

- 8.1 Implications may arise from future items identified for inclusion on the work programme as and when they are considered by the Board and from the final recommendations resulting from topic reviews.

Climate implications

- 9.1 None

Other significant implications

- 10.1 None

This report has been approved by the following people:

Role	Name	Date of sign-off
Legal Finance Service Director(s) Report sponsor Other(s)	Alex Hough - Head of Democracy	
Background papers: List of appendices:	Appendix 1 – Work Programme for Corporate Services Scrutiny Review Board	

Corporate Services Scrutiny Review Board Work Programme 2021/22

Meeting	Items	Service Director / Lead Officer
22 July 2021	Update on the new Partnership Model and how councillors are going to work within the new structure	Heather Greenan
	How Council Tax and Business Rates and Collection Rates have been affected by Covid-19	John Massey
	Work Programme and Topic Reviews	All
30 September 2021	Health and Safety Update – Work the Health and Safety Team have done for the Council, its services, and its assets.	Darren Allsobrook
	Digital Transformation	Andy Brammall
	Work Programme and Topic Reviews	All
9 December 2021	Financial Management System Replacement	Alison Parkin
	Corporate Services Scrutiny Review Board Topic Review (Topic review concluded)	Linda Spiby
	Work Programme and Topic Reviews	All
10 March 2022	Our City Our River Project <i>* Joint meeting with Regeneration & Housing Scrutiny Review Board</i>	David Fletcher/Catherine Williams

Future Items:

- Derby Plan/Council Plan update
- Topic Review – Medium Term Financial Strategy