

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

Work Programme for 2020/21 Municipal Year

Purpose

- 1.1 The Corporate Services Board will have an opportunity to discuss the work programme for the 2020/21 municipal year, attached at Appendix 1.

Recommendation

- 2.1 To consider and agree the Work Programme for the 2020/21 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 2020/21 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 and Policy; Governance and Licensing; and, Finance and Procurement:

- Overall strategic lead on all Council services
- Strategic Partnerships
- Derby Plan/Council Plan
- Medium Term Financial Strategy
- National and Regional Profile
- International Development
- Policy & Insight (including Consultation)
- Communications and Marketing
- Emergency Planning/Business Continuity
- HR and Organisational Development
- Corporate Health and Safety
- Property Services
- Legal and Democratic Services
- Licensing
- Markets
- Finance
- Internal Audit/CMAP
- Risk Management
- Revenue and Benefits
- Digital & IT Services
- Customer Management and Derby Direct
- Procurement

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.

Other significant implications

9.1 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 Acting Head of Democracy	15/07/2020
Background papers: List of appendices:	Appendix 1 – Work programme for Corporate Services Scrutiny Review Board	

Corporate Services Scrutiny Review Board Work Programme 2020/21

Meeting	Items	Service Director / Lead Officer
23 July 2020	Supporting Licence Holders During COVID-19	Michael Kay
	Revenue and Benefits	John Massey
	Strategic Lead on all Council Services	Heather Greenan
	Covid-19 – Financial Impact	Simon Riley
	Work Programme and Topic Reviews	All
1 October 2020	Emergency Planning/ Business Continuity	Michael Kay
	Legal and Democratic Services	Emily Feenan
	Finance	Simon Riley
	Risk Management	Richard Boneham
	Work Programme and Topic Reviews	All
14 January 2021		
11 March 2021		