

Performance and Finance Scrutiny Committee Work Programme 2024/25

Topic	Type of scrutiny	Timing
<p>Council Plan and Budget 2025/26</p> <p>Scrutiny of the Council Plan and budget proposals for 2025/26. Timing of scrutiny will be confirmed but will be along similar lines to those during 2023/24 as this is considered to have worked well and ensured good engagement.</p> <p>Member engagement will also include All Member Sessions in July and October 2024 and January 2025.</p>	Budget	<p>Medium Term Financial Strategy September 2024 (TBC)</p> <p>Council Plan and Budget January 2025</p>
<p>Quarterly Performance and Resources Report (PRR)</p> <p>Performance, risk and budget monitoring: ongoing strategic monitoring of performance, finance, workforce, risk, transformation programme and capital programme.</p>	Performance	<p>Quarter 4 (End of Year) June 2024,</p> <p>Quarter 1 September 2024</p> <p>Quarter 2 December 2024</p> <p>Quarter 3 March 2025</p>
<p>Social Value and Procurement Act Implications</p> <p>Report to cover a review of the revised Social Value Charter and implications of the Procurement Act to ensure they meet the needs and objectives in the Council Plan, how the Charter and procurement strategy are being applied and what has been achieved since the original Charter was developed. Item to include any changes as a result of the Procurement Act up-date and processes/arrangements in place to ensure effective and efficient procurement is in place.</p> <p>Key lines of enquiry for scrutiny include:</p> <ul style="list-style-type: none"> the Social Value Charter is up-to-date and enables the priorities included within the Council Plan to be 	Policy	September 2024

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<p>supported and met, particularly in relation to the best use of resources</p> <ul style="list-style-type: none"> • What has been achieved since the Social Value Charter was first introduced • Whether processes are in place to monitor and manage social value requirements across the Council as a whole through the use of both quantitative and qualitative measures • Whether departments and suppliers understand their commitments in relation to social value requirements • Training and development is provided for contract managers, and if necessary suppliers, to understand social value requirements and commitments • That carbon reduction guidance and measures are included within contract specifications. • Whether any changes to the Council's procurement strategy are required as a result of recent changes to the Procurement Act. 		
<p>Smartcore</p> <p>Key decision preview of the Business Case in relation to the Smartcore Programme, expected Spring 2024.</p> <p>Timeline and focus for scrutiny to be agreed, likely to need an extra meeting in April/May.</p>	Key decision preview	Date to be confirmed
<p>IT and Digitisation Strategy</p> <p>Scrutiny of the Digitisation Strategy and the up-dated IT Policy and the changes required as a result of the changing way the Council operates and how IT will support this. Committee to provide input to the changing Policy. To include implications of digital economy and e-commerce for the Council.</p> <p>Focus for Scrutiny agreed: -</p>	Policy/Decision Preview	June 2024

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<ul style="list-style-type: none"> • That the new Strategy and up-dated policy addresses the changing requirements of the Council’s workforce and customers • That the new Digital Infrastructure Strategy and IT Policy are joined up to ensure a co-ordinated approach • That the aims and objectives of the proposals are clear and that they meet the needs of the Council Plan to ensure the priorities and targets of the County Council can be met and that there are no unintended consequences in relation to the services offered to clients/customers, • That the proposals are flexible enough to meet the changing needs and work practices of the County Council, • That any significant risks to service provision have been identified and assurance sought on the effectiveness of actions planned to manage these • That the requirements of e-commerce and the digital economy have been considered in the way the Council operates and develops in future • That there is a staff engagement and communication plan to ensure officers are aware of the changes and any implications on the way they currently work, including provision of any necessary training and/or development 		
<p>Annual Scrutiny Report</p> <p>To review the effectiveness of the Council’s scrutiny function during 2023/24.</p> <p>Focus for scrutiny:-</p> <ul style="list-style-type: none"> • The effectiveness of scrutiny during 2023/24, including how well it: 	Performance	June 2024

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<ul style="list-style-type: none"> ○ Influenced the development of policy ○ Spent time on matters critical to outcomes for residents ○ Provided meaningful challenge to the performance management of services ○ Made a difference to service outcomes for residents <ul style="list-style-type: none"> • Whether the scrutiny work programme was appropriately balanced between key decision preview, performance monitoring and policy development • Any areas of best practice, for improvement/development or for future monitoring to be taken forward • Any additional measures to help raise the profile of scrutiny and whether to recommend that the Annual Report be presented to the full County Council meeting in July 2024 for wider member input 		
<p>Economy Plan, Growth Deals and implications of the transfer of LEP responsibilities</p> <p>Progress report on the Economic Plan and Growth Deals plus a review around the changes needed in relation to the transfer of LEP responsibilities to the County Council.</p> <p>Focus for scrutiny to be agreed.</p>	Performance	September 2024
<p>Careers and Skills TFG Outcome Progress Report</p> <p>Scrutiny of the progress made in terms of the recommendations from the TFG.</p> <p>Focus for Scrutiny to be agreed.</p>	Performance	September/December 2024 (TBC)
<p>Business Planning Group (BPG)</p>		

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<p>Committee and BPG to monitor PRR in relation to Capital Programme, VFM, workforce (including recruitment and retention), cyber security, Economy Plan, savings, change programmes and climate change to identify any issues arising for future scrutiny.</p>	Performance	TBC
<p>Property Joint Venture – progress of the Joint Venture to be scrutinised at the appropriate time.</p>	Performance	TBC
<p>Income levels and Grant funding</p> <p>BPG agreed that scrutiny is required and should be through establishing a TFG. To review how the Council manages income levels and additional grant funding to bridge any budget challenges. To include consideration of benchmarking/comparative data.</p>	Budget	TFG to be established to review this area of focus.

Appendix A – Checklist