

### Finance & Performance Scrutiny Committee Work Programme

| Meeting Date                                  | Issue  | Scope of Item / Terms of Reference  | Reason for Scrutiny   | Invitees / Offices  | Progress / Notes / Action Requested  |
|---|--|---|---|---|--|
| 30 Nov 2021                                   | Work Programme                                     | To consider items for future meetings.  | To allow the Committee to identify items for which scrutiny is required.  | N. Conway/<br>Lead Officer  | Standing item  |
| 30 Nov 2021<br>(annual item)                  | Community Safety Partnership                       | To review the work of the Community Safety Partnership on a six-monthly basis, to enable any issues to be identified for further scrutiny by the appropriate scrutiny body and to enable incidences of violent crime to be monitored. | To ensure effective scrutiny of the work of the Community Safety Partnership  | CSP Chair / J<br>Robinson / T<br>McCabe                               | Legal requirement to be reviewed annually. Agreed with C/VC 19 Jul 2021 to occur mid-year in November. |
| 30 Nov 2021<br>(annual item)                  | Performance Information<br>(Quarter 2 Report)      | Monitoring of Performance Indicator information and Corporate Plan Objectives and Initiatives.  | To ensure targets and objectives are being met. To identify areas where performance might be improved.  | Relevant Lead<br>Members &<br>Heads of<br>Service / V.<br>Brackenbury | Quarter 2 Report considered at the same time annually.   |
| 30 Nov 2021<br>(Period 7 -<br>annual<br>item) | Revenue<br>Monitoring<br>(General Fund<br>and HRA) | Monitoring of Council's revenue position.   | To compare actual income and expenditure against budget, find out why variances have occurred and, where necessary, ensure corrective actions are in place. | Lead<br>Member/ L.<br>Tansey  | Three reports to be considered through the year. Reports to be considered at the same time annually.   |
| 30 Nov 2021<br>(annual item)                  | Capital Monitoring                                 | Monitoring of position with the Council's Capital Plan.   | To ensure progress to the Council's Capital Plan and its financing are satisfactory.  | Lead Member/L.<br>Tansey  | Monitoring report at each quarterly meeting.   |
| 01 Mar 2022<br>(annual item)                  | Performance Information<br>(Quarter 3 Report)      | Monitoring of Performance Indicator information and Corporate Plan Objectives and Initiatives.  | To ensure targets and objectives are being met. To identify areas where performance might be improved.  | Relevant Lead<br>Members &<br>Heads of<br>Service / V.<br>Brackenbury | Quarter 3 Report considered at the same time annually.   |

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| 01 Mar 2022<br>(Period 9 - annual item) | Revenue Monitoring (General Fund and HRA)                   | Monitoring of Council's revenue position.  | To compare actual income and expenditure against budget, find out why variances have occurred and, where necessary, ensure corrective actions are in place. | Lead Member/ L. Tansey                                    | Three reports to be considered through the year. Reports to be considered at the same time annually. |
| 01 Mar 2022<br>(annual item)            | Capital Monitoring  | Monitoring of position with the Council's Capital Plan.  | To ensure progress to the Council's Capital Plan and its financing are satisfactory.  | Lead Member/ L. Tansey                                    | Monitoring Report at each quarterly meeting.   |
| 01 Mar 2022                             | Decent Homes Contract Update                                | To provide the Committee with an update on the progress of the Council's Decent Homes Contract with new contractors. | To ensure targets are being met and to identify any areas of concern.   | Lead Member/ P. Oliver                                    | After consulting Chair & officers 19 Jul 2021, scheduled in Q4 to allow for data to be generated.    |
| June 2022<br>(annual item)              | Capital Monitoring including Outturn                        | Monitoring of position with the Council's Capital Plan.  | To ensure progress to the Council's Capital Plan and its financing are satisfactory.  | Lead Member/ L. Tansey                                    | Outturn report considered at same time annually.   |
| June 2022<br>(annual item)              | Revenue Monitoring (General Fund and HRA) Outturn           | Monitoring of Council's revenue position.  | To compare actual income and expenditure against budget, find out why variances have occurred and, where necessary, ensure corrective actions are in place. | Lead Member/ L. Tansey                                    | Outturn report considered at same time annually.   |
| June 2022                               | Performance Information<br><br>(Quarter 4 Report / Outturn) | Monitoring of Performance Indicator information and Corporate Plan Objectives and Initiatives.                       | To ensure targets and objectives are being met. To identify areas where performance might be improved.  | Relevant Lead Members & Heads of Service / V. Brackenbury | Quarter 4 Report considered at the same time annually.   |
| Sept 2022<br>(annual item)              | Performance Information<br><br>(Quarter 1 Report)           | Monitoring of Performance Indicator information and Corporate Plan Objectives and Initiatives.                       | To ensure targets and objectives are being met. To identify areas where performance might be improved.  | Relevant Lead Members & Heads of Service / V. Brackenbury | Quarter 4 Report considered at the same time annually.   |
| Sept 2022<br>(annual item)              | Revenue Monitoring (General Fund and HRA)                   | Monitoring of Council's revenue position.  | To compare actual income and expenditure against budget, find out why variances have occurred and, where necessary, ensure corrective actions are in place. | Lead Member/ L. Tansey                                    | Three reports to be considered through the year. Reports to be considered at the same time annually. |

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| Sept 2022<br>(annual item) | Capital Monitoring                  | Monitoring of position with the Council's Capital Plan. | To ensure progress to the Council's Capital Plan and its financing are satisfactory. | Lead Member/L. Tansey                 | Monitoring report at each quarterly meeting.  |
| Sep 2022<br>(annual item)  | Climate Change Strategy Action Plan | Monitoring of the Climate Change Strategy Action Plan.  | Monitoring of progress on Action Plan.   | Lead Member/<br>M. French / C. Clarke | Requested by Scrutiny Workshop to be an annual review. Agreed with C/VC to review in Sep (19 Jul '21) |