

Wolverhampton City Council

OPEN INFORMATION ITEM

**Confident Capable Council
Scrutiny Panel**

Date 18 JULY 2013

Originating Service Group(s)

OFFICE OF THE CHIEF EXECUTIVE

Contact Officer(s)/

Deb Breedon

Telephone Number(s)

55(1250)

Title/Subject Matter

**CONFIDENT CAPABLE COUNCIL (C3)
SCRUTINY PANEL – WORK PROGRAMME**

1.0 RECOMMENDATIONS

- 1.1 That the C3 Scrutiny Panel agrees the items for inclusion in the work programme for 2013-14 and indicates the priority item(s) to the next meeting.
- 1.2 That the Panel agrees to review the work programme at each Panel meeting to respond to emerging issues and to enable members to debate whether issues are still relevant.

2.0 Purpose of Report

2.1 To present for approval the Confident Capable Council (C3) Work Programme for 2013-2014.

3.0 Background Information

3.1 The remit of the C3 panel was agreed by Annual Council 15 May 2013; an extract setting out the remit for this Panel is attached at appendix 2.

3.2 The [Delivery Directorate Business Plan 2013](#) was considered by Performance Governance and Support Services Scrutiny Panel, 9 May 2013. The business plan sets out all the overall direction and priorities for the Directorate and how it sits with the Council's corporate priorities.

3.3 Outstanding minutes and issues

Subject	Date of meeting	Decision	Comments
Progress Report on Implementation of the Customer Services Strategy	09.05.13	To consider whether the aims and objectives of the strategy had been achieved	To be programmed
Creating a Council Temporary Staffing Agency	11.04.13	To consider detailed business planning work for Option 2	To be programmed
Future Money - Review of Reserves			Working group to be established
Civic Centre Work Group			Working group to be established

3.4 The Panel will retain flexibility to consider issues as they arise, changes to the work programme will be brought to the attention of the Chair at each agenda meeting and all Councillors will consider the work programme at the Panel meetings.

4.0 Schedule of Meetings

4.1 Remaining C3 Scrutiny Panel meetings for the 2013-14 municipal year:

- 5 September 2013
- 21 November 2013
- 23 January 2014
- 6 March 2014
- 17 April 2014

5.0 Financial Implications

- 5.1 There is a scrutiny budget to support the investigation of issues highlighted by councillors through the work programmes of the Panels and the reviews and inquiries.
[GE/05072013/L]

6.0 Legal Implications

- 6.1 There are no direct legal implications arising from this report.
[FD/05072013/C]

7.0 Environmental Implications

- 7.1 There are no direct environmental implications contained in this report

8.0 Equalities Implications

- 8.1 Councillors are asked to consider equalities, especially when identifying who to consult and who to call to give evidence.

9.0 Schedule of Background Papers

11th April 2013: Performance Governance and Support Services Panel –
Schedule of Outstanding Minutes.

11th April 2013: Performance Governance and Support Services Panel –
Minutes

9th May 2013: Performance Governance and Support Services Panel – Minutes

20th June 2013: Confident Capable Council Panel – Minutes

Appendix 1: Draft Work programme 2012/13

20 June 2013	<ul style="list-style-type: none"> • <i>Confident, Capable Council (C3) Work programme 2013-14</i>
18 July 2013	<ul style="list-style-type: none"> • <i>Budget and financial matters</i> • <i>Information requests and complaints – 2012 outturn position</i> • <i>Staff Turnover 2012-13 (Minute 105 -12 April 2012)</i> • <i>Young people and graduate apprenticeships – progress report</i> • <i>Equal Pay</i> • <i>Options for appraisal for future use of Parkfields Site as office accommodation</i> • <i>FutureWorks programme</i>
5 September 2013 <i>Agenda to be agreed 5 August 2013</i>	<ul style="list-style-type: none"> • Resilience (emergency planning and business continuity) • HR Quarterly update report • Delivery Directorate Restructure • FutureWork programme • Talent Link • Budget and financial matters • Single Status – Update report • Corporate Landlord • Options for appraisal for future use of Parkfields Site as office accommodation
21 November 2013	<ul style="list-style-type: none"> • Budget and financial matters • Health and safety status report – November (annual) • Future works • Consultation Principles • Energy Switching Campaign (Minute 84 – 7 March 2013) • FutureMoney Reserves Review - Feedback
23 January 2014	<ul style="list-style-type: none"> • Performance Measure Quarter 2 2013-14 • HR Quarterly update report • Budget and financial matters • Future works • Update on the work of the Member Champion and on the implementation of the Equalities Implementation Plan (Minute 11.04.13).
6 March 2014	<ul style="list-style-type: none"> • Budget and financial matters • Regular updates on financial matters
17 April 2014	<ul style="list-style-type: none"> • Budget and financial matters • Performance Measure Quarter 3 2013-14 • HR Quarterly update report • Future works

Appendix 2

D: CONFIDENT, CAPABLE COUNCIL SCRUTINY PANEL

(i) Responsibilities

Within approved Council policy and in accordance with the overall aims and objectives of the Council, the Scrutiny Panel shall consider and determine all matters which fall within the following terms of reference:-

- a) to be responsible for the overview and scrutiny of the organisation and performance of financial, human, technical and material resources to support the delivery of Council services;
- b) to assist the Council and the Cabinet in the development of its budget and policy framework by in-depth analysis of policy issues and by liaison and discussion with the Cabinet;
- c) to conduct research, community and other consultation in the analysis of policy issues and possible options;
- d) to consider and implement mechanisms to encourage and enhance community participation in the development of policy options;
- e) to question Cabinet Members and/or Council employees about their views on issues and proposals affecting the area;
- f) to liaise with individuals and external organisations operating in the area, whether national, regional or local, to ensure that the interests of the citizens of Wolverhampton are enhanced by collaborative working;
- g) to review and scrutinise the decisions made by and performance of the Cabinet and Council employees both in relation to individual decisions and over time;
- h) to review and scrutinise the performance of the Council in relation to its policy objectives, performance targets and/or particular service areas and to receive and consider other reports received from external auditors and external regulatory Inspectors and to work with the Cabinet to respond to recommendations from reviews and inspections;
- i) to undertake reviews of the Councillors Call for Action where referred by the Petitions Committee;
- j) to question Cabinet Members and/or Council employees about their decisions and performance, whether generally in comparison with service plans and targets over a period of time, or in relation to particular decisions, initiatives or projects;
- k) to make recommendations to the Cabinet and/or appropriate Regulatory or other Committee and/or Council arising from the outcome of the scrutiny process;
- l) to review and scrutinise the performance of other public bodies in the area and invite reports from them by requesting them to address the Panel and local people about their activities and performance;
- m) to consider call-ins related to their area of responsibility;
- n) to question and gather evidence from any person (with their consent);

- o) to deal with any other matter which is by law required to be dealt with by an “overview and scrutiny committee”.

(ii) Policy areas include:

Business Transformation
Finance and Budget Consultation
ICT
Human Resources and Organisational Development
Democracy and Governance
Policy and Performance
Communications
Emergency Planning

(iii) Related policy framework plans and strategies

Human Resources Policies
Customer Service Strategy
Equal Opportunities Policy Statement
Information, Communication and Technology Security Policy
Corporate Procurement Strategy
Annual Investment Strategy
Treasury Management Strategy
Equality Action Plan

(iv) Principal related Cabinet Member

Cabinet Member for Governance and Performance

(v) Lead Corporate Officer

Strategic Director Delivery