



# Confident Capable Council Scrutiny Panel

6 March 2014

<b>Report title</b>	Work Programme 2013-14	
<b>Cabinet member with lead responsibility</b>	Councillor Paul Sweet Governance and Performance	
<b>Wards affected</b>	All	
<b>Accountable director</b>	Keith Ireland, Delivery	
<b>Originating service</b>	Office of the Chief Executive	
<b>Accountable officer(s)</b>	Deb Breedon	Scrutiny Officer
	Tel	01902 55(1250)
	Email	deborah.breedon@wolverhampton.gov.uk
<b>Report to be/has been considered by</b>		

---

## Recommendation(s) for action or decision:

The Panel is recommended to:

1. Review and develop the Confident Capable Council Work Programme 2013-14 to take account of emerging issues that fall with-in the remit of the scrutiny panel.

## 1.0 Purpose

- 1.1 This report seeks to review the work programme for the Confident Capable Council (C3) Scrutiny Panel 2013-14, taking into consideration whether issues are relevant and timely for inclusion on the next agenda and to consider other emerging issues for inclusion in the work programme 2013-14.
- 1.2 The report also monitors outstanding minutes (paragraph 3.2) and identifies the issues for pre-decision scrutiny and overview by this panel as set out in the Leader's forward plan (paragraph 3.3).

## 2.0 Background

- 2.1 The remit of the C3 panel was agreed by Annual Council 15 May 2013.
- 2.2 The [Delivery Directorate Service Plan](#) 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.

## 3.0 Work Programme Planning

- 3.1 The work programme (Appendix 1) is a working document which is reviewed at each panel meeting to determine the timeliness and relevance of items for scrutiny.
- 3.2 Outstanding minutes are shown in the table below:

Subject	Date of meeting	Decision	Comments
Health and Well-being Strategy	21.11.13	Monitor development and carry out pre-decision scrutiny at the appropriate time	Agenda item 17.4.14
Employee Volunteering	21.11.13	Progress report	Agenda item 17.4.14

- 3.3 The Leader's forward plan for period [1 March 2014 - 30 June 2014](#) identifies the following issues for pre-decision scrutiny and overview by this panel:

- 2014/2015 Fees and Charges (11 March 2014 - Cabinet Resources Panel)
- Confident Capable Council (FuttrueWorks) programme (Ongoing – Cabinet and Cabinet Resources Panel)
- Corporate landlord implementation – update (11 March – Cabinet Resources Panel)
- Customer Services Review (4 March 2014 – Cabinet)

- ICT infrastructure refresh (Ongoing – Cabinet Resources Panel)
- Revised options for the future use of the Parkfields site(11 March 2014 – Cabinet Resources Panel)
- Local Discretionary Grant Scheme (11 March / 8 April 2014- Cabinet Resources Panel)
- Quarter 3 Revenue Budget Monitoring (11 March 2014)
- Re-orientation of the Councils Printing Operation (11 March 2014)

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 and Vice-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 scheduled C3 scrutiny panel meeting for the 2013-14 municipal year:

- 17 April 2014

#### **5.0 Financial implications**

5.1 There are no direct financial implications arising from the recommendations in this report. Within the Office of the Chief Executive, 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. [CN/20022014/X]

#### **6.0 Legal implications**

6.1 There are no direct legal implications arising from this report. [AS/20022014/P]

#### **7.0 Equalities implications**

7.1 There are no direct Equalities implications arising from this report. However, Councillors are asked to consider equalities, especially when identifying who to consult and who to call to give evidence. The [Equality shared service](#) pages of the Council intranet provide specific advice in this area.

#### **8.0 Schedule of background papers**

8.1 Performance Governance and Support Services Panel Reports and minutes available on CMIS  
[http://wolverhampton.cmis.uk.com/decisionmaking/Meetings/CurrentMeetings/20132014/tabid/147/ctl/ViewCMIS\\_CommitteeDetails/mid/648/id/1460/Default.aspx](http://wolverhampton.cmis.uk.com/decisionmaking/Meetings/CurrentMeetings/20132014/tabid/147/ctl/ViewCMIS_CommitteeDetails/mid/648/id/1460/Default.aspx)

Appendix 1: Draft Work programme 2013/14

20 June 2013	<ul style="list-style-type: none"> <li>• <i>Confident, Capable Council (C3) Work programme 2013-14</i></li> </ul>
18 July 2013	<ul style="list-style-type: none"> <li>• <i>Budget and financial matters</i></li> <li>• <i>Information requests and complaints – 2012 outturn position</i></li> <li>• <i>Staff Turnover 2012-13 (Minute 105 -12 April 2012)</i></li> <li>• <i>Young people and graduate apprenticeships – progress report</i></li> <li>• <i>Equal Pay</i></li> <li>• <i>Options for appraisal for future use of Parkfields Site as office accommodation</i></li> <li>• <i>FutureWorks programme</i></li> </ul>
5 September 2013	<ul style="list-style-type: none"> <li>• <i>Budget and financial matters</i></li> <li>• <i>FutureWork programme</i></li> <li>• <i>Creating a Council temporary staffing agency</i></li> </ul>
10 October 2013	<ul style="list-style-type: none"> <li>• <i>Resilience (emergency planning and business continuity)</i></li> <li>• <i>Leadership – Health and Safety Duties and Responsibilities</i></li> <li>• <i>The staff volunteering strategy</i></li> <li>• <i>Corporate Landlord</i></li> <li>• <i>Delivery Directorate Restructure</i></li> <li>• <i>FutureWorks – Training Strategy</i></li> <li>• <i>HR Improvement plan and policy framework phases 4 and 5</i></li> <li>• <i>Bailiff Services</i></li> </ul>
21 November 2013	<ul style="list-style-type: none"> <li>• <i>Budget Review – Draft Budget 2014-15 and medium term financial strategy</i></li> </ul>
16 January 2014	<i>Ear Marked Reserves working group</i>
23 January 2014	<ul style="list-style-type: none"> <li>• <i>Equalities work programme update</i></li> <li>• <i>HR Quarterly update report</i></li> <li>• <i>Budget and financial matters</i></li> <li>• <i>Single Status – Update report</i></li> <li>• <i>Future works update</i></li> <li>• <i>Options appraisal for the future use of the Parkfields Site</i></li> </ul>
6 March 2014	<ul style="list-style-type: none"> <li>• <i>Budget and financial matters update</i></li> <li>• <i>Local Audit and Accountability Bill</i></li> <li>• <i>Implementation of Customer Services Strategy</i></li> <li>• <i>Resilience Work Programme</i></li> <li>• <i>HR Policy Phase 4</i></li> <li>• <i>Changes to leave policies</i></li> </ul>
April 2014	<ul style="list-style-type: none"> <li>• <i>FuturePerformance working group</i></li> </ul>
17 April 2014	<ul style="list-style-type: none"> <li>• <i>Budget and financial matters</i></li> <li>• <i>HR Quarterly update report</i></li> <li>• <i>Health and Well-Being Strategy</i></li> <li>• <i>Employee Volunteering</i></li> <li>• <i>Future works update</i></li> </ul>