

# Democratic Services - Overview and Scrutiny

## Corporate O&S Committee

Scrutiny Lead: Mustansir Butt tel - 43 2574

### Work Programme

| Agenda  | Description   | Report                               | Comments   |
|---|---|--------------------------------------|--|
| <b>Wednesday, 29th June 2016 at City Hall, Bradford.</b>      |   |                                      |  |
| Secretariat deadline 16/06/2016.                              |   |                                      |  |
| 1) Poverty Scrutiny Review.                                   | DRAFT Report - Key findings and recommendations.  | Mustansir Butt.                      |  |
| 2) Consultation mechanisms within the Council.                | To review how Bradford Council communicates with its staff and citizens relating to key changes and developments.         | Samantha Plum/Imran Rathore.         | Corporate Overview and Scrutiny recommendation from Wednesday 21 October 2015. Also a request from Overview and Scrutiny Chairs and Deputy Chairs. |
| 3) DRAFT Work Programme 2016-17.                              | Discussion and agreement over the areas of work for the Committee to focus on in this Municipal Year.                     | Mustansir Butt.                      |  |
| <b>Wednesday, 20th July 2016 at City Hall, Bradford.</b>      |   |                                      |  |
| Chair's briefing 30/06/2016. Secretariat deadline 07/07/2016. |   |                                      |  |
| 1) Annual Finance and Performance outturn report.             |   | Stuart Mckinnon-Evans/Samantha Plum. |  |
| 2) First Quarter Financial Position Statement.                |   | Stuart McKinnon-Evans.               |  |
| 3) Safer and Stronger Communities Plan.                       |   | Rebecca Trueman/Amria Khatun.        |  |
| 4) Work Planning.   | There is a need to regularly review the Work Programme, in order to prioritise and manage resources.                      | Mustansir Butt.                      |  |
| <b>Thursday, 21st July 2016 at Shipley Library.</b>           |   |                                      |  |
| 1) Flooding Scrutiny Review.                                  | Information gathering session with residents, voluntary organisations and residents affected by the December 2015 Floods. | Mustansir Butt.                      |  |

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| <b>Tuesday, 26th July 2016 at Victoria Hall.</b><br>1) Flooding Scrutiny Review.  | Information gathering session with residents, voluntary organisations and businesses affected by the December 2015 floods. | Mustansir Butt               |   |
| <b>Thursday, 11th August 2016 at City Hall, Bradford.</b><br>Chair's briefing 21/07/2016. Secretariat deadline 28/07/2016.  |  |                              |   |
| 1) Families First Project.  | Progress report.   | Mark Anslow.                 | Corporate Overview and Scrutiny recommendation from Thursday 3 December 2015. |
| 2) Talent Management: A Workforce Development Programme for Bradford Council.   | Progress against the Workforce Development Implementation Plan in 12 months.   | Sue Dunkley.                 | Committee recommendation from Wednesday 12 August 2015.                       |
| 3) Work Planning.   | There is a need to regularly review the work programme, in order to prioritise and manage resources.                       | Mustansir Butt.              |   |
| <b>Wednesday, 7th September 2016 at City Hall, Bradford.</b><br>Chair's briefing 25/08/2016. Secretariat deadline 26/08/2016.   |  |                              |   |
| 1) Interim report from the Children and Adult Services Strategic Directors explaining the reasons for the budget pressures in the current year and the steps being made to address them to the meeting of this Committee on 7 September 2016. |  | Michael Jameson/Judith Kirk. | Corporate Overview and Scrutiny Recommendation from Wednesday 20 July 2016.   |
| 2) Interim report from Adults Services Directors explaining the budget pressures in the current year and the steps being made to address them to the meeting of this Committee on 7 September 2016.   |  | Bernard Lanigan/Lyn Sowry.   |   |
| 3) West Yorkshire Combined Authority and Leeds City Region Enterprise Partnership.  | Progress report to be included in the 2016-17 work Programme.  | Jamie Saunders.              | Committee recommendation from Tuesday 8 September 2015.                       |
| 4) Overview and Scrutiny Annual Report.   |  | Mustansir Butt.              |   |

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| <b>Wednesday, 7th September 2016 at City Hall, Bradford.</b>                              |  |   |  |
| Chair's briefing 25/08/2016. Secretariat deadline 26/08/2016.                             |  |   |  |
| 5) Work Planning.   | There is a need to regularly review the work programme, in order to prioritise and manage resources. | Mustansir Butt.   |  |
| <b>Thursday, 29th September 2016 at City Hall, Bradford.</b>                              |  |   |  |
| Secretariat deadline 15/09/2016.  |  |   |  |
| 1) Flooding Scrutiny Review.  | Key findings and review recommendations.   | Mustansir Butt.   |  |
| <b>Thursday, 6th October 2016 at City Hall, Bradford.</b>                                 |  |   |  |
| Chair's briefing 16/09/2016. Secretariat deadline 22/09/2016.                             |  |   |  |
| 1) Arrangements by Bradford Council and its Partners to tackle Child Sexual Exploitation. | Progress report in 12 months.  | Paul Hill.  | Committee recommendation from Wednesday 7 October 2015.                        |
| 2) Impact of leaving the EU on Bradford.  |  | Stuart Mckinnon<br>Evans/Steve Hartley/Mike<br>Cowlam/Ian Day/John<br>O'Hare. | Recommendation from Council on Tuesday 12 July 2016.                           |
| 3) Work Planning.   | There is a need to regularly review the work programme, in order to prioritise and manage resources. | Mustansir Butt.   |  |
| <b>Wednesday, 19th October 2016 at City Hall, Bradford.</b>                               |  |   |  |
| Secretariat deadline 06/10/2016.  |  |   |  |
| 1) WYPF Fossil Fuel Disinvestment.  |  | Mustansir Butt.   | Recommendation from Council.   |
| <b>Thursday, 3rd November 2016 at City Hall, Bradford.</b>                                |  |   |  |
| Chair's briefing 13/10/2016. Secretariat deadline 20/10/2016.                             |  |   |  |
| 1) Mid Year Finance and Performance Report.   |  | Stuart McKinnon-<br>Evans/Sam Plum.   |  |
| 2) Income Streams into the Council.   | Report to incorporate member's comments.   | Stuart McKinnon-<br>Evans/Tom Caselton.                                       | Corporate Overview and Scrutiny Recommendation from Wednesday 4 November 2015. |

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| <b>Thursday, 3rd November 2016 at City Hall, Bradford.</b>               |  |                               |   |
| Chair's briefing 13/10/2016. Secretariat deadline 20/10/2016.            |  |                               |   |
| 3) Safer and Stronger Communities Partnership Performance and Resources. |  | Rebecca Trueman/Amria Khatun. |   |
| 4) Work Planning.  | There is a need to regularly review the work programme, in order to prioritise and manage resources.   | Mustansir Butt.               |   |
| <b>Thursday, 1st December 2016 at City Hall, Bradford.</b>               |  |                               |   |
| Chair's briefing 17/11/2016. Secretariat deadline 24/11/2016.            |  |                               |   |
| 1) Property Programme Progress.  | Report to also include details of the Council's estate. Officers to also have liaised with Members on Community Assets based in their Wards.   | Steph Moore.                  | Corporate Overview and Scrutiny recommendation from Thursday 3 December 2015. |
| 2) Universal Credit.   | Report relating to the implementation of Universal Credit, as well as the development of the Local delivery Partnership be presented to this committee in 9-12 months. To also consider the re-commissioning of Strategic Advice Services and on the work un | Martin Stubbs.                | Committee recommendation from Tuesday 8 September 2015.                       |
| 3) Work Planning.  | There is a need to regularly review the work programme, in order to prioritise and manage resources.   | Mustansir Butt.               |   |
| <b>Wednesday, 14th December 2016 at City Hall, Bradford.</b>             |  |                               |   |
| Chair's briefing 24/11/2016. Secretariat deadline 01/12/2016.            |  |                               |   |
| 1) Policing in the District.   | Further progress report which also focuses on the implementation of the new operating models across the District, with evidence of how the new operating model is working.   | Ian Day/Rebecca Trueman.      | Corporate Overview and Scrutiny recommendation from Thursday 3 December 2015. |
| 2) Armed Forces Covenant.  | Progress report in 12 months.  | Helen Johnstone               | Committee recommendation from Tuesday 8 October 2015.                         |

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|---|--|---|---|
| <b>Wednesday, 14th December 2016 at City Hall, Bradford.</b>  |  |   |   |
| Chair's briefing 24/11/2016. Secretariat deadline 01/12/2016. |  |   |   |
| 3) Bradford District Partnership.                             | Report to focus on the key performance measures and outcomes.  | Samantha Plum/Kate McNicholas.                                | Corporate Overview and Scrutiny Recommendation from Thursday 3 December 2015. |
| 4) Industrial Services Group.                                 | Progress report in 12 months.  | Peter Keeley/Paul Egan.                                       | Committee recommendation from Wednesday 7 October 2015.                       |
| 5) Families First programme.                                  | The cost benefit analysis for Bradford's Families First Programme be presented to this Committee by the end of the year.   | Mark Anslow.  | Committee recommendation from Thursday 11 August 2016.                        |
| 6) Resolution Tracking.                                       | Tracking of progress made against the recommendations made by the Corporate Overview and Scrutiny Committee.   | Mustansir Butt.   |   |
| <b>Wednesday, 11th January 2017 at City Hall, Bradford.</b>   |  |   |   |
| Chair's briefing 15/12/2016. Secretariat deadline 22/12/2016. |  |   |   |
| 1) Revised Safer and Stronger Communities Plan.               |  | Ian Day/Rebecca Trueman/Amria Khatum.                         | Corporate Overview and Scrutiny Recommendation from Wednesday 20 July 2016.   |
| 2) DRAFT Council Budget 2016-17.                              |  | Stuart McKinnon-Evans.  | Member request.   |
| 3) Risk Management across the Council.                        | Further progress report, which also includes progress against the Council's Corporate Business processes and how risk can be better embedded into our risk management processes. | Stuart McKinnon-Evans/Mark St. Romaine.                       | Corporate Overview and Scrutiny Recommendation from Wednesday 6 January 2016. |
| 4) West Yorkshire Police and Crime Panel.                     | Update from Panel Members.   | Cllr Tariq Hussain. Cllr Andrew Mallinson. Cllr Steve Pullan. | Committee recommendation from Wednesday 7 October 2015.                       |
| 5) Work Planning.   | There is a need to regularly review the work programme, in order to prioritise and manage resources.   | Mustansir Butt.   |   |

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| Agenda   | Description  | Report   | Comments   |
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| <b>Thursday, 2nd February 2017 at City Hall, Bradford.</b>                                 |  |  |  |
| Chair's briefing 12/01/2017. Secretariat deadline 19/01/2017.                              |  |  |  |
| 1) Third Quarter Financial Position Statement.<br>2) Prevent Action Plan for the District. |  | Stuart McKinnon-Evans.<br>Ian Day/Michael Churley. | Corporate Overview and Scrutiny Committee recommendation from Wednesday 12 August 2015.  |
| 3) Discretionary Housing Payments.   | Further progress report.   | Martin Stubbs.                                     | Corporate Overview and Scrutiny Committee recommendation from Wednesday 2 March 2016.    |
| 4) Neighbourhood Panels.   | Progress report.   | Rebecca Trueman.                                   | Corporate Overview and Scrutiny recommendation form Wednesday 3 February 2016.           |
| 5) Work Planning.  | There is a need to regularly review the work programme, in order to prioritise and manage resources. | Mustansir Butt.                                    |  |
| <b>Thursday, 2nd March 2017 at City Hall, Bradford.</b>                                    |  |  |  |
| Chair's briefing 09/02/2017. Secretariat deadline 16/02/2017.                              |  |  |  |
| 1) Council Wide Managing Attendance.   |  | Sue Dunkley.                                       | Corporate Overview and Scrutiny Committee recommendation from Wednesday 3 February 2016. |
| 2) Adults Safeguarding.  | Report to focus on the Safeguarding arrangements in place.   | Robert Stachan.                                    | Corporate Overview and Scrutiny Committee recommendation from Wednesday 2 March 2016.    |
| 3) IT Digital Strategy.  |  | David Cawthray.                                    | Corporate Overview and Scrutiny Committee recommendation from Wednesday 29 June 2016.    |
| 4) WYCA/LEP update.<br>5) Work Planning.   | There is a need to regularly review the work programme, in order to prioritise and manage resources. | Jamie Saunders.<br>Mustansir Butt.                 |  |

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| <b>Thursday, 30th March 2017 at City Hall, Bradford.</b>                 |  |                               |   |
| Chair's briefing 09/03/2017. Secretariat deadline 16/03/2017.            |  |                               |   |
| 1) West Yorkshire Police and Crime Panel.                                | Verbal update from Panel members.  | TBC.                          |   |
| 2) Fourth Quarter Financial Position Statement.                          |  | Stuart McKinnon-Evans.        |   |
| 3) Council Tax Collection.   |  | Martin Stubbs.                |   |
| 4) Councils Corporate approach to Consultation and Engagement.           |  | Samantha Plum/Elaine Ayris.   | Corporate Overview and Scrutiny Committee recommendation from Wednesday 29 June 2016. |
| 5) Work Planning.  | There is a need to regularly review the work programme, in order to prioritise and manage resources. | Mustansir Butt.               |   |
| <b>Wednesday, 26th April 2017 at City Hall, Bradford.</b>                |  |                               |   |
| Chair's briefing 30/03/2017. Secretariat deadline 11/04/2017.            |  |                               |   |
| 1) Safer and Stronger Communities Partnership Performance and Resources. |  | Rebecca Trueman/Amria Khatun. |   |
| 2) Business Rates.   |  | Martin Stubbs.                |   |
| 3) Domestic Violence Scrutiny Review.                                    | DRAFT Report - key findings and recommendations.   | Mustansir Butt.               |   |
| 4) Resolution Tracking.  | Tracking the progress of recommendations made by the Corporate Overview and Scrutiny Committee.      | Mustansir Butt.               |   |
| 5) Overview and Scrutiny Annual Report.                                  |  | Mustansir Butt.               |   |