

OVERVIEW MANAGEMENT & SCRUTINY COMMITTEE WORK PROGRAMME 2021/22

Date of Meeting	Topics to be Scrutinised	Lead Organisation/Service Area
Thursday, 10 June 2021 10am	Strategic Voluntary Community and Social Enterprise (VCSE) Sector Contracts Monitoring	Public Health
	Fast Track Review Panel Scope	Democratic Services
	COVID-19 Recovery Plan Update - Organisational Recovery Task Group	Lead Director - Darren Stevens
	COVID-19 Recovery Plan Update - Financial Recovery Task Group	Lead (S151 Officer) - Julian Neilson
Thursday, 15 July 2021 10am	Corporate Performance Monitoring	Public Health
	COVID-19 Recovery Plan Update - Organisational Recovery Task Group	Lead Director - Darren Stevens
	COVID-19 Recovery Plan Update - Financial Recovery Task Group	Lead (S151 Officer) - Julian Neilson
Thursday, 23 September 2021 10am	Becoming a More Agile Council - An Update	Digital, Change & Technology
	Report of the Children and Young People Overview and Scrutiny Sub-Committee - Review of Children's Social Care Services following the Ofsted judgement	Democratic Services
	Adult Social Care Workforce Wellbeing Review Panel - Recommendations Progress Update	Adult Services and Business Management & Commissioning
	Financial Recovery Update	Lead (S151 Officer) - Julian Neilson
Thursday, 4 November 2021 10am	Technology Strategy	Digital, Change & Technology
	Customer Strategy	Digital, Change & Technology
	Council Tax Discount for Emergency Service Volunteers	Revenues & Procurement
	Efficiency & Value for Money (Fast Track) Review Panel Report	Democratic Services
	Organisational Recovery Update	Lead Director - Darren Stevens
	Financial Recovery Update	Lead (S151 Officer) - Julian Neilson
Thursday, 9 December 2021 10am	Council Feedback System - Annual Update	Democratic Services
	Local Government and Social Care Ombudsman - Annual Update	Democratic Services
	Council Business Plan Monitoring	Public Health
	Member Champion Update on Equality, Diversity & Inclusion	Councillor Birch
	Member Champion Update on Veterans	Councillor Elvidge
	Organisational Recovery Update	Lead Director - Darren Stevens
	Financial Recovery Update	Lead (S151 Officer) - Julian Neilson
Thursday, 27 January 2022 10am	Revenue Budget 2022/23 & Financial Plan 2022/23 to 2025/26	Finance
	Council Commercialisation & Asset Rationalisation	Asset Strategy
	Organisational Recovery Update	Lead Director - Darren Stevens
	Financial Recovery Update	Lead (S151 Officer) - Julian Neilson

OVERVIEW MANAGEMENT & SCRUTINY COMMITTEE WORK PROGRAMME 2021/22

Date of Meeting	Topics to be Scrutinised	Lead Organisation/Service Area
Thursday, 24 March 2022 10am	Cyber Security	Digital, Change & Technology
	Workforce Equality, Diversity and Inclusion	Human Resources
	Communication with Town & Parish Councils Review Panel - Recommendations Progress Update	Democratic Services
	Adult Social Care Workforce Wellbeing Review Panel - Recommendations Progress Update	Adult Services and Business Management & Commissioning
	Organisational Recovery Update	Lead Director - Darren Stevens
	Financial Recovery Update	Lead (S151 Officer) - Julian Neilson

Additional Meeting <i>TBC</i>	Levelling Up	Chief Executive
	Devolution	Chief Executive

BRIEFING NOTES		
Topic	Lead Service Area/Organisation	Report Deadline
Health and Safety - Annual Update	Human Resources	17 December 2021

OVERVIEW MANAGEMENT & SCRUTINY COMMITTEE WORK PROGRAMME 2021/22

THURSDAY, 10 JUNE 2021 - 10AM				
ITEM / TOPIC	LEAD ORGANISATION/ SERVICE AREA	LEAD OFFICER	INPUT FROM	SCOPE
Strategic Voluntary Community and Social Enterprise (VCSE) Sector Contracts Monitoring	Public Health	Simon Lowe - Strategic Service Manager (Corporate Strategy, Policy, Performance and Risk Management)	Lisa Wilson - Policy, Partnerships & Intelligence Manager	<ul style="list-style-type: none"> • Update on the performance of corporate contracts with the Voluntary, Community and Social Enterprise Sector (VCSE), particularly with regard to social prescribing. • Update on VCSE sector developing a collective marketing approach and budget.
Fast Track Review Panel Scope	Democratic Services	Gareth Naidoo - Principal Committee Manager	Liz Russell - Senior Committee Manager	<ul style="list-style-type: none"> • To approve the draft scope and commencement of the fast track review panel.
COVID-19 Recovery Plan Update - Organisational Recovery Task Group	Corporate Resources	Darren Stevens - Director of Corporate Resources		<ul style="list-style-type: none"> • To receive a verbal update on progress made against the COVID-19 Recovery Plan - Organisational Recovery Task Group.
COVID-19 Recovery Plan Update - Financial Recovery Task Group	Corporate Resources	Julian Neilson - Head of Finance		<ul style="list-style-type: none"> • To receive a verbal update on progress made against the COVID-19 Recovery Plan - Financial Recovery Task Group. • To include as appropriate an update on: <ul style="list-style-type: none"> - changes and impact to the council tax base, collection rates and growth in demand for council tax support - business rates, financial support available to business rate payers and government review of the property taxation system and how business rates are distributed to local authorities

OVERVIEW MANAGEMENT & SCRUTINY COMMITTEE WORK PROGRAMME 2021/22

THURSDAY, 15 JULY 2021 - 10AM				
ITEM / TOPIC	LEAD ORGANISATION/ SERVICE AREA	LEAD OFFICER	INPUT FROM	SCOPE
Corporate Performance Monitoring	Public Health	Simon Lowe - Strategic Service Manager (Corporate Strategy, Policy, Performance and Risk Management)	Gareth Hughes - Principal Performance Officer (Corporate) Lisa Wilson - Policy, Partnerships & Intelligence Manager	<ul style="list-style-type: none"> • Update on year end Corporate Performance • How are areas of underperformance being addressed? • How does Council performance compare to other Councils?
COVID-19 Recovery Plan Update - Organisational Recovery Task Group	Corporate Resources	Darren Stevens - Director of Corporate Resources		<ul style="list-style-type: none"> • To receive a verbal update on progress made against the COVID-19 Recovery Plan - Organisational Recovery Task Group.
COVID-19 Recovery Plan Update - Financial Recovery Task Group	Corporate Resources	Julian Neilson - Head of Finance		<ul style="list-style-type: none"> • To receive a verbal update on progress made against the COVID-19 Recovery Plan - Financial Recovery Task Group. • To include as appropriate an update on: <ul style="list-style-type: none"> - changes and impact to the council tax base, collection rates and growth in demand for council tax support - business rates, financial support available to business rate payers and government review of the property taxation system and how business rates are distributed to local authorities

OVERVIEW MANAGEMENT & SCRUTINY COMMITTEE WORK PROGRAMME 2021/22

THURSDAY, 23 SEPTEMBER 2021

ITEM / TOPIC	LEAD ORGANISATION/ SERVICE AREA	LEAD OFFICER	INPUT FROM	SCOPE
<p>Becoming a More Agile Council - An Update</p> <p><i>[In place of Organisational Recovery Update]</i></p>	<p>Digital, Change & Technology</p>	<p>Darren Stevens - Director of Corporate Resources</p> <p>Brigette Giles - Head of Digital, Change and Technology</p> <p>Nick Procter - Agile Transformation Lead</p>	<p>Rebecca King - Specialist Services Lead</p>	<ul style="list-style-type: none"> • This policy sets out the Council’s approach to blended working, which allows staff to split their time between attending the workplace and working remotely. Blended working is one aspect of the Council’s aim to become a more agile organisation as an important element of the People Strategy and the Council’s ambition for a modern workforce in a modern workplace. • To include the ‘Blended Working Policy’ prior to its submission to The Cabinet on 12 October 2021.
<p>Adult Social Care Workforce Wellbeing Review Panel - Recommendations Progress Update</p>	<p>Adults, Health & Customer Services</p>	<p>Lee Thompson - Head of Adult Services</p>	<p>Yvonne Rhodes - Head of Business Management & Commissioning</p> <p>Jessica Cross - Principal Social Worker</p>	<ul style="list-style-type: none"> • To receive a progress update on implementation of the review panel recommendations.
<p>Report of the Children and Young People Overview and Scrutiny Sub-Committee - Review of Children’s Social Care Services following the Ofsted judgement</p>	<p>Democratic Services</p>	<p>Alison Finn - Senior Committee Manager</p>	<p>Councillor Weeks - Chair of Children and Young People Overview and Scrutiny Sub-Committee</p>	<ul style="list-style-type: none"> • To receive the report of Children and Young People Overview and Scrutiny Sub-Committee following its review of Children’s Social Care Services following the Ofsted judgement.
<p>Financial Recovery Update</p>	<p>Corporate Resources</p>	<p>Julian Neilson - Head of Finance</p>		<ul style="list-style-type: none"> • To receive a verbal update on progress made against the COVID-19 Recovery Plan - Financial Recovery Task Group. • To include as appropriate an update on: <ul style="list-style-type: none"> - changes and impact to the council tax base, collection rates and growth in demand for council tax support - business rates, financial support available to business rate payers and government review of the property taxation system and how business rates are distributed to local authorities

OVERVIEW MANAGEMENT & SCRUTINY COMMITTEE WORK PROGRAMME 2021/22

THURSDAY, 4 NOVEMBER 2021

ITEM / TOPIC	LEAD ORGANISATION/ SERVICE AREA	LEAD OFFICER	INPUT FROM	SCOPE
Technology Strategy	Digital, Change & Technology	Brigette Giles - Head of Digital, Change and Technology	Kevin Woodcock - ICT Strategic Solutions and Systems Manager	<p><i>The Technology Strategy sets out the Council's ICT strategic approach which underpins the People, Digital and Commercialism Strategies, whilst ensuring the Technology Service continues to provide solutions which support the delivery of critical front-line services.</i></p> <ul style="list-style-type: none"> • To consider the emerging technology strategy
Customer Strategy	Digital, Change & Technology	Brigette Giles - Head of Digital, Change and Technology	<p>Stephen Curtis - Digital Transformation Lead</p> <p>Sarah Mackey - Digital Facilitator</p> <p>Ian Rayner - Head of Culture and Customer Services</p> <p>Kevin Hadfield - Culture & Information Group Manager</p>	<p><i>A new customer strategy is being developed to set out how local communities (residents, businesses, partner organisations and other stakeholders) can get the information, services and the support they need from the Council in a way that works for them now and in the future.</i></p> <p>To consider the following themes of the Customer Strategy:</p> <ul style="list-style-type: none"> • Right first time problem resolution - how the Council will understand its customers and can deliver the outcomes they need, at the first point of contact. • A consistent experience, regardless of access channel. • A single view of the customer - how this will be developed and how it will enable services to be proactively developed and offered. • Self-serve first - digital first but also providing alternative means of access for those who are unable to access services in this way. • Reduce avoidable contact - how the Council will make it easy for customers to find the information they need, manage their expectations and provide timely updates. • Intelligence led design - how the Council will ensure that services are designed around customers using the data it holds.

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THURSDAY, 4 NOVEMBER 2021

ITEM / TOPIC	LEAD ORGANISATION/ SERVICE AREA	LEAD OFFICER	INPUT FROM	SCOPE
Council Tax Discount for Emergency Service Volunteers	Revenues and Procurement	<u>ERYC</u> Gillian Barley - Head of Revenues and Procurement	<u>ERYC</u> Julian Neilson - Head of Finance	<i>Review of the council tax discount for Emergency Service Volunteers pilot over the last 12 months.</i> <ul style="list-style-type: none"> • Impact and implications of the council tax discount for the Emergency Service Volunteers pilot to date on the Council and tax payers. • What would be the implications to the Council and tax payers if the discount were applied in future years? • Has the pilot increased the number of volunteers?
Efficiency & Value for Money (Fast Track) Review Panel Report	Democratic Services	Gareth Naidoo - Principal Committee Manager		<ul style="list-style-type: none"> • To receive the report of the review panel
Organisational Recovery Update	Corporate Resources	Darren Stevens - Director of Corporate Resources		<ul style="list-style-type: none"> • To receive a verbal update on progress made against the COVID-19 Recovery Plan - Organisational Recovery Task Group.
Financial Recovery Update	Corporate Resources	Julian Neilson - Head of Finance		<ul style="list-style-type: none"> • To receive a verbal update on progress made against the COVID-19 Recovery Plan - Financial Recovery Task Group. • To include as appropriate an update on: <ul style="list-style-type: none"> - changes and impact to the council tax base, collection rates and growth in demand for council tax support - business rates, financial support available to business rate payers and government review of the property taxation system and how business rates are distributed to local authorities

OVERVIEW MANAGEMENT & SCRUTINY COMMITTEE WORK PROGRAMME 2021/22

THURSDAY, 9 DECEMBER 2021

ITEM / TOPIC	LEAD ORGANISATION/ SERVICE AREA	LEAD OFFICER	INPUT FROM	SCOPE
Council Feedback System - Annual Update	Democratic Services	Matthew Turner - Information Governance and Feedback Manager	Lee Butler-Wilson - Interim Customer Relations Manager	<ul style="list-style-type: none"> • Detail of compliments, comments and complaints feedback received during 2020/21 (with comparison to previous years' figures), including detail on the number of complaints and breakdown of Service area • General themes • Lessons learned/action taken
Local Government and Social Care Ombudsman - Annual Update	Democratic Services	Mathew Buckley - Head of Legal and Democratic Services	Tracey Tomlinson - Democratic Services Officer	<ul style="list-style-type: none"> • To receive a report on cases referred to the Local Government and Social Care Ombudsman during 2020/21. • To provide comparative data from previous years' cases and comparison of statistics with similar local authorities.
Council Business Plan Monitoring	Public Health	Simon Lowe - Strategic Service Manager (Corporate Strategy, Policy, Performance and Risk Management)	Lisa Wilson - Policy, Partnerships & Intelligence Manager	<ul style="list-style-type: none"> • Update on outcomes of Council Business Plan (2020) indicators/targets etc. • Update on implementation of the 2021 updates.
Member Champion Update on Equality, Diversity & Inclusion	Member Champion	Councillor Birch		<ul style="list-style-type: none"> • To receive an update from the Equality, Diversity & Inclusion Member Champion
Member Champion Update on Veterans	Member Champion	Councillor Elvidge		<ul style="list-style-type: none"> • To receive an update from the Veterans Member Champion
Organisational Recovery Update	Corporate Resources	Darren Stevens - Director of Corporate Resources		<ul style="list-style-type: none"> • To receive a verbal update on progress made against the COVID-19 Recovery Plan - Organisational Recovery Task Group.
Financial Recovery Update	Corporate Resources	Julian Neilson - Head of Finance		<ul style="list-style-type: none"> • To receive a verbal update on progress made against the COVID-19 Recovery Plan - Financial Recovery Task Group. • To include as appropriate an update on:

OVERVIEW MANAGEMENT & SCRUTINY COMMITTEE WORK PROGRAMME 2021/22

THURSDAY, 9 DECEMBER 2021

ITEM / TOPIC	LEAD ORGANISATION/ SERVICE AREA	LEAD OFFICER	INPUT FROM	SCOPE
				<ul style="list-style-type: none">- changes and impact to the council tax base, collection rates and growth in demand for council tax support- business rates, financial support available to business rate payers and government review of the property taxation system and how business rates are distributed to local authorities

OVERVIEW MANAGEMENT & SCRUTINY COMMITTEE WORK PROGRAMME 2021/22

THURSDAY, 27 JANUARY 2022

ITEM / TOPIC	LEAD ORGANISATION/ SERVICE AREA	LEAD OFFICER	INPUT FROM	SCOPE
Revenue Budget 2022/23 & Financial Plan 2022/23 to 2025/26	Finance	Julian Neilson - Head of Finance	Georgina Bristow - Financial Planning and Reporting Manager	<ul style="list-style-type: none"> To receive details of the draft budget for 2021/22 and financial plan 2022/23 - 2025/26. To understand which scrutiny topics or recommendations are reflected in the 2022/23 budget proposals.
Council Commercialisation & Asset Rationalisation	Asset Strategy	<p>Katherine Mathew - Principal Strategic Project Manager/</p> <p>New Commercialism Transformation Lead</p> <p>James Timm - Strategic Asset Manager</p> <p>Ian Rayner - Head of Culture and Customer Services</p>	<p>Simon Laurie - Business Transformation and Consultancy Manager</p> <p>Alan Menzies - Chair of the Commercialism Board</p> <p>Louise Adams - Health and Wellbeing Group Manager</p> <p>David James - Destinations Group Manager</p>	<ul style="list-style-type: none"> Update on the implementation of the Commercialism Strategy, the role, membership and governance arrangements of the Commercialism Board and an update on the Council's traded services. Update on Council's asset rationalisation programme. Update on the financial and operational position relating to the following sites impacted by the Pandemic: <ul style="list-style-type: none"> - East Riding Leisure Bridlington - Bridlington Spa - East Riding Leisure Haltemprice
Organisational Recovery Update	Corporate Resources	Darren Stevens - Director of Corporate Resources		<ul style="list-style-type: none"> To receive a verbal update on progress made against the COVID-19 Recovery Plan - Organisational Recovery Task Group.
Financial Recovery Update	Corporate Resources	Julian Neilson - Head of Finance		<ul style="list-style-type: none"> To receive a verbal update on progress made against the COVID-19 Recovery Plan - Financial Recovery Task Group. To include as appropriate an update on: <ul style="list-style-type: none"> - changes and impact to the council tax base, collection rates and growth in demand for council tax support - business rates, financial support available to business rate payers and government review of the property taxation system and how business rates are distributed to local authorities

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THURSDAY, 24 MARCH 2022				
ITEM / TOPIC	LEAD ORGANISATION / SERVICE AREA	LEAD OFFICER	INPUT FROM	SCOPE
Cyber Security	Digital, Change and Technology	Brigette Giles - Head of Digital, Change and Technology	Paul Johnston - Infrastructure & Customer Support Manager Dave Cox - ICT Security & Compliance Manager	To update on the Council's approach to cyber security protection, including: <ul style="list-style-type: none"> • Technical Defence Mechanisms (current and planned) • Staff Awareness (update on awareness campaigns) • Cyber Security Strategic Outcomes • Cyber Assurance Framework
Workforce Equality, Diversity and Inclusion	Human Resources	Lynsey Linton - Head of Human Resources	Simon Lowe - Strategic Service Manager (Corporate Strategy, Policy, Performance and Risk Management) Lisa Wilson - Policy, Partnerships & Intelligence Manager	How is Equality, Diversity and Inclusion being further embedded into the organisation as it transitions through the pandemic and into the 'new normal'? To consider the following: <ul style="list-style-type: none"> • The design of the organisation and its structures • Recruitment and retention of staff • Contracts of employment and other forms of worker engagement, including the use of casual and agency staff • Workforce Development • Workforce Wellbeing
Communication with Town & Parish Councils Review Panel - Recommendations Progress Update	Democratic Services	Samm Campbell - Senior Committee Manager		<ul style="list-style-type: none"> • To receive an update on progress made against the recommendations of the Communication with Town and Parish Council Review Panel Report.
Adult Social Care Workforce Wellbeing Review Panel - Recommendations Progress Update	Adults, Health & Customer Services	Gill Vickers - Interim Director of Adult Social Services	Lee Thompson - Head of Adult Services Yvonne Rhodes - Head of Business	<ul style="list-style-type: none"> • To receive a progress update on implementation of the review panel recommendations.

OVERVIEW MANAGEMENT & SCRUTINY COMMITTEE WORK PROGRAMME 2021/22

THURSDAY, 24 MARCH 2022				
ITEM / TOPIC	LEAD ORGANISATION/ SERVICE AREA	LEAD OFFICER	INPUT FROM	SCOPE
			Management & Commissioning Jessica Cross - Principal Social Worker	
Organisational Recovery Update	Corporate Resources	Darren Stevens - Director of Corporate Resources		<ul style="list-style-type: none"> • To receive a verbal update on progress made against the COVID-19 Recovery Plan - Organisational Recovery Task Group.
Financial Recovery Update	Corporate Resources	Julian Neilson - Head of Finance		<ul style="list-style-type: none"> • To receive a verbal update on progress made against the COVID-19 Recovery Plan - Financial Recovery Task Group. • To include as appropriate an update on: <ul style="list-style-type: none"> - changes and impact to the council tax base, collection rates and growth in demand for council tax support - business rates, financial support available to business rate payers and government review of the property taxation system and how business rates are distributed to local authorities

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ADDITIONAL MEETING - TBC				
ITEM / TOPIC	LEAD ORGANISATION/ SERVICE AREA	LEAD OFFICER	INPUT FROM	SCOPE
Levelling Up	Chief Executive	Chief Executive		How is levelling up, the catch phrase for tackling regional disparities across the UK progressing and how is this felt across the Humber and Yorkshire region?
Devolution	Chief Executive	Chief Executive		Update on devolution and its impact on the Council and its operations: <ul style="list-style-type: none"> • What does devolution mean for the East Riding and wider area? • Details on the consultation process, what is required and what will it entail.

OVERVIEW MANAGEMENT & SCRUTINY COMMITTEE WORK PROGRAMME 2021/22
BRIEFING NOTES

BRIEFING NOTES				
ITEM / TOPIC	LEAD ORGANISATION/ SERVICE AREA	LEAD OFFICER	INPUT FROM	SCOPE
Health & Safety - Annual Update	Human Resources	Garry Smith - Health and Safety Services Manager		To update Members on the following areas: <ul style="list-style-type: none"> • Accident statistics • Reportable incidents to the HSE as required by RIDDOR • Trend analysis including near misses • HSE Legislative and guidance developments • HSE targeted interventions • Policy and guidance developments • Wellbeing Issues • Audits and safety management • Health and safety governance • Corporate challenges • Safety initiatives