

West Northamptonshire Council

Corporate Overview and Scrutiny Work Programme 2024-25

	Topic identified and scheduled
	Topic identified but not yet scheduled
	Topic completed

Title	Proposed purpose	Date of Committee meeting	Cabinet Member and Executive Director	Proposed Task and Finish Group	Comments
Pay and Grading Review	To provide scrutiny input to the Pay and Grading Review	<p>16 January 2023 Meeting Taken Place</p> <p>18 September 2023 (date to be confirmed) - Further scrutiny input into the Pay and Grading Review - completed</p>	Cabinet Member for HR & Corporate Services and Executive Director – Corporate Services and Assistant Director – Human Resources	No - Whole Committee	The Committee to provide scrutiny input into the Pay and Grading Review
Budget Scrutiny	The Committee to confirm its budget scrutiny process and undertake budget scrutiny of the Council's budget 2025/26	<p>18 September 2023 – The Committee to agree its budget scrutiny process for 24/25 COMPLETED</p> <p>16 November 2023 – The Committee to agree the timetable for budget scrutiny and Budget Scrutiny to continue over a number of meetings COMPLETED</p> <p>6 February - Report of the Budget Scrutiny Task and Finish Group to be considered – COMPLETED</p> <p>Budget Scrutiny for 2024-25 to be programmed</p>		No	<p>Committee to confirm its budget scrutiny process and undertake budget scrutiny of the Council's budget 2023/24 - Task and Finish Group meetings scheduled for January 2023 COMPLETED</p> <p>18 September 2023 – The Committee to agree its budget scrutiny process for 23/24</p> <p>16 November 2023– Timetable to be confirmed</p>

Modernising Systems	The Committee to receive information regarding systems at the Council and to consider their value for money	<p>15 March 2022 - A report to the Committee providing background information, to assist the committee in deciding how it will undertake scrutiny activity</p> <p>Modernising Systems Inquiry Day(s) have been programmed from September 2022 onwards</p> <p>Reports to Committee November 2022 onwards. The Committee will conclude its scrutiny activity in April 2023 and report to the meeting of the Committee 15 May 2023 COMPLETED</p>	<p>Cabinet Member for Finance</p> <p>Executive Director - Corporate</p>	To be confirmed	<p>The meeting on 15 March 2022 comprised a comprehensive question and answer session (Scrutiny Inquiry) to inform a potential scrutiny review.</p> <p>The Modernising Systems Task and Finish Group is evidence gathering and will conclude its work early in 2023.</p>
Analysis of the Reserves	The Committee to receive information regarding the Council's reserves and provide Scrutiny input	22 April 2024	<p>Cabinet Member for Finance</p> <p>Executive Director – Finance</p>	No	
Capital Schemes	The Committee to receive an update on the progress of the Council's Capital Schemes	25 June 2024	<p>Cabinet Member for Finance</p> <p>Executive Director – Finance</p>	No	

PFI Schemes	The Committee to receive an update on the Council's PFI schemes	25 June 2024	Cabinet Member for Finance Assistant Director – Assets and Environment	No	
Revenue and Benefits Update	The Committee to receive an overview of the operation of the Council Tax Hardship Fund, the progress of system harmonisation, and service performance.	10 October 2024	Cabinet Member for Finance Assistant Director – Revenues and Benefits	No	
Quarterly Budget Monitoring Reports	The Committee to receive regular budget monitoring reports at its meetings	12 October 2022 16 January 2023 7 March 2023 15 May 2023 18 September 2023 16 November 6 February 2024 22 April 2024	Cabinet Member for Finance Executive Director for Finance	No	To receive a quarterly budget monitoring report which will inform the budget scrutiny role of this Committee.

<p>Quarterly reports on the MTFP</p>	<p>The Committee to receive regular MTFP monitoring reports at its meetings</p>	<p>12 October 2022 16 January 2023 7 March 2023 15 May 2023 18 September 2023 6 February 2024 22 April 2024</p>	<p>Cabinet Member for Finance</p> <p>Executive Director for Finance</p>	<p>No</p>	<p>To receive a quarterly budget MTFP report which will inform the budget scrutiny role of this Committee.</p>
<p>Performance Monitoring Report</p>	<p>The Committee to consider the Performance Monitoring Report to inform Performance Management Scrutiny</p>	<p>12 October 2022 16 January 2023 15 May 2023 18 September 2023 16 November 2023 6 February 2024 22 April 2024</p>	<p>Leader of the Council</p> <p>Assistant Chief Executive</p>	<p>No</p>	<p>The Committee to consider the Performance Monitoring Report to inform Performance Management Scrutiny</p>
<p>Transformation Projects</p>	<p>The Committee to review transformation projects: Definition of the Transformation Projects Spend on transformation Savings</p>	<p>7 March 2023 18 September 2023 COMPLETED</p>	<p>Leader of the Council and the Executive Director – Corporate and the Head of Transformation delivery</p>	<p>No</p>	<p></p>

The Children's Trust Budget	The Committee to receive a briefing on the Children's Trust budget	<p>15 September 2021 COMPLETED</p> <p>7 November 2022 - Budget Scrutiny - Actioned</p> <p>Further meeting TBC To consider the Business Plan for the Children's Trust</p>	<p>Cabinet Member for Finance</p> <p>Executive Director – Finance</p>	No but following the briefing the Committee may consider setting up a Task and Finish Group	<p>The Committee received a briefing on the Children's Trust Budget at its September 2021 and November 2022 meeting and resolved to receive the business plan for scrutiny input at a future meeting</p> <p>Further meeting dates TBC</p>
Corporate Overview and Scrutiny annual report	The Committee to receive the annual report 2023/24 for Corporate OSC.	<p>15 May 2023 – Completed</p> <p>25 June 2024 – TBC</p>	Chair - Corporate OSC		Annual report 2023/24 - May 2024 meeting

<p>“Wicked Issues”</p>	<p>To undertake scrutiny activity of wicked issues</p>	<p>7 March 2023 18 September 2023 COMPLETED</p>	<p>Leader of the Council together with the Executive Director – Corporate and Assistant Chief Executive</p>		<p>Completed</p>
<p>LAPs (local area partnerships)</p>	<p>The Committee to review and provide scrutiny input into the funding of LAPs</p>	<p>Date: 7 March 2023</p> <p>NB: Potential cross Committee (Place, People and Corporate) - refer to O&S Co Ordinating for consideration) for future scrutiny input - Referred</p>	<p>Cabinet Member for Adult Care, Wellbeing, and Health Integration for together with the Delivery Director for Health & Care Integration</p>		

Asset Management	To undertake scrutiny activity of asset management	<p>15 March 2022 - The Committee to set up a Task and Finish Group to undertake this scrutiny activity Actioned</p> <p>A presentation was given to the Committee at its meeting 10 May 2022 and from there the Committee will consider Scrutiny work into this issue. - Actioned</p> <p>Date to be confirmed: The Sustainability Working Group is asked to report back to a future meeting regarding the alignment of workstreams around the development of the new Asset Management Plan to the Corporate Plan and the Council's commitment to carbon neutrality.</p> <p>15 May 2023 – The Committee to undertake Scrutiny of asset disposals. Taken Place</p> <p>Future Scrutiny - Date to be confirmed</p>	Cabinet Member for Finance Executive Director for Finance	To be confirmed	It was resolved that the Sustainability Working Group is asked to report back to a future meeting regarding the alignment of workstreams around the development of the new Asset Management Plan to the Corporate Plan and the Council's commitment to carbon neutrality.
------------------	--	---	--	-----------------	---

Potential cross-cutting themes for the Scrutiny Committees to be raised at Triangulation Group (suggested by the Corporate OSC Committee of 2023/24)

Major Contracts and Capital Contracts	The Committee together with Place and People Scrutiny Committees to undertake scrutiny of major contracts of the Council including the Children's Trust	<p>Corporate, People and Place Overview and Scrutiny Committees</p> <p>NB: Potential cross Committee (Place, People and Corporate) - referred to O&S Co Ordinating Group at its March meeting for consideration) for future scrutiny input</p>	To be confirmed	To be confirmed	
---------------------------------------	---	---	-----------------	-----------------	--

LAPs (local area partnerships)	The Committee to review and provide scrutiny input into the funding of LAPs	Date: 7 March 2023 NB: Potential cross Committee (Place, People and Corporate) - refer to O&S Co Ordinating for consideration) for future scrutiny input – Referred	Cabinet Member for Adult Care, Wellbeing, and Health Integration for together with the Delivery Director for Health & Care Integration	To be confirmed	
Housing	The Committee, together with Place Overview and Scrutiny Committee to undertake scrutiny activity of the housing costs and social value	Corporate and Place Overview and Scrutiny Committees	To be confirmed	To be confirmed - NB: Committees will now be Corporate OSC and Children's, Education and Housing OSC	
Highways Budgets	The Committee, together with Place Overview and Scrutiny Committee, to undertake scrutiny activity of the Highways Budgets	Corporate Overview and Scrutiny Committee Place Overview and Scrutiny Committee	To be confirmed	To be confirmed	
Review of Trading Standards Budgets	The Committee, together with Place Overview and Scrutiny Committee, to undertake scrutiny activity of Trading Standards Budgets and identify areas for efficiency or income generation	Corporate Overview and Scrutiny Committee Place Overview and Scrutiny Committee	To be confirmed	To be confirmed	

Corporate Overview and Scrutiny Committee meeting dates in 2024-25:

- 25 June 2024 – Guildhall
- 10 October 2024 – Towcester
- 27 January 2025 – Guildhall
- 24 March 2025 – Towcester