

***PART A**

Report to: Outsourced Services Scrutiny Panel
Date of meeting: 9 July 2018
Report of: Committee and Scrutiny Support Officer
Title: Work programme for 2018/19

1.0 Summary

- 1.1 This report asks the Panel to consider the work programme for 2018/19 and agree topics for future meetings.

2.0 Risks

2.1

Nature of Risk	Consequence	Suggested Control Measures	Response <i>(Treat, tolerate, terminate, transfer)</i>	Risk Rating (the combination of severity and likelihood)
If no work programme is agreed the panel would not be able to carry out its scrutiny function effectively	Lack of effective scrutiny oversight of major outsourced contracts	Encourage councillors to consider issues for scrutiny	Treat	2

3.0 Recommendations

- 3.1 To agree a work programme with associated issues and questions for the panel in 2018/19.

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Report approved by: Head of Democracy and Governance

3.0 Detailed proposal

3.1 The panel's remit is to scrutinise the performance of the major outsourced services. The terms of reference are attached as appendix 1 to this report. There are six scheduled meetings this year and the dates are set out in the work programme, attached at appendix 2.

3.2 Every quarter, the panel will receive the performance report covering the outsourced services. These have been scheduled into the work programme.

3.3 For the remaining items to be agreed, the panel is asked to identify the specific issues they wish to scrutinise in order to drive service improvement. These can be issues of performance, policy implementation or of policy development. The work programme document is structured to require the specific service area to be identified and the questions to be addressed at the meeting.

3.4 The panel is recommended to leave one or two gaps in the work programme for subjects to be agreed at a later date. This will provide the flexibility to review any issues that could arise during the year. The panel will have the opportunity to review the work programme at each of the meetings where they receive the performance report.

4.0 Implications

4.1 Financial

4.1.1 The Head of Finance comments that there are no financial implications for this report as the resources needed for this programme as drafted are within the Council's approved budget.

4.2 Legal Issues (Monitoring Officer)

4.2.1 The Head of Democracy and Governance comments that there are no legal implications in this report.

Appendices

Appendix 1 – Outsourced Services Scrutiny Panel terms of reference

Appendix 2 - Draft work programme 2018/19

Background Papers

No papers were used in the preparation of this report.

File Reference

None