

OVERVIEW MANAGEMENT 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	Customer Strategy	Digital, Change & Technology
	Technology Strategy	Digital, Change & Technology
	Adult Social Care Workforce Wellbeing Review Panel - Recommendations Progress Update	Adult Services and Business Management & Commissioning
	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
Additional Meeting TBC	Levelling Up <i>[Joint Item with other Humber sub-region scrutiny committees]</i>	Chief Executive
	Devolution	Chief Executive
Thursday, 4 November 2021 10am	Council Tax Discount for Special Constables	Revenues & Procurement and Humberside Police/OPCC
	Procurement Changes following EU Exit	Revenues & Procurement
	Council Business Plan 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, 9 December 2021 10am	Council Feedback System - Annual Update	Democratic Services
	Local Government and Social Care Ombudsman - Annual Update	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, 27 January 2022 10am	Revenue Budget 2022/23 & Financial Plan 2022/23 to 2025/26	Finance
	Council Commercialisation & Asset Rationalisation	Asset Strategy
	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

OVERVIEW MANAGEMENT COMMITTEE WORK PROGRAMME 2021/22

Date of Meeting	Topics to be Scrutinised	Lead Organisation/Service Area
<p align="center">Thursday, 24 March 2022 10am</p>	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
	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

BRIEFING NOTES

Topic	Lead Service Area/Organisation
Health and Safety - Annual Update	Human Resources

OVERVIEW MANAGEMENT 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

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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)	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 COMMITTEE WORK PROGRAMME 2021/22

THURSDAY, 23 SEPTEMBER 2021

ITEM / TOPIC	LEAD ORGANISATION/ SERVICE AREA	LEAD OFFICER	INPUT FROM	SCOPE
Customer Strategy	Digital, Change & Technology	Brigitte Giles - Head of Digital, Change and Technology	Sarah Mackey - Digital Facilitator	<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.
Technology Strategy	Digital, Change & Technology	Brigitte Giles - Head of Digital, Change and Technology		<ul style="list-style-type: none"> • To consider the emerging technology strategy

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THURSDAY, 23 SEPTEMBER 2021

ITEM / TOPIC	LEAD ORGANISATION/ SERVICE AREA	LEAD OFFICER	INPUT FROM	SCOPE
Adult Social Care Workforce Wellbeing Review Panel - Recommendations Progress Update	Adults, Health & Customer Services	John Skidmore - Director of Adults, Health & Customer Services		<ul style="list-style-type: none"> To receive a progress update on implementation of the review panel recommendations.
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

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ADDITIONAL MEETING - TBC				
ITEM / TOPIC	LEAD ORGANISATION/ SERVICE AREA	LEAD OFFICER	INPUT FROM	SCOPE
Levelling Up [Joint Item with other Humber sub-region scrutiny committees]	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 COMMITTEE WORK PROGRAMME 2021/22

THURSDAY, 4 NOVEMBER 2021

ITEM / TOPIC	LEAD ORGANISATION/ SERVICE AREA	LEAD OFFICER	INPUT FROM	SCOPE
Council Tax Discount for Special Constables	<p align="center">Revenues and Procurement</p> <p align="center">&</p> <p align="center">Humberside Police/Office of the Police & Crime Commissioner</p>	<p align="center"><u>ERYC</u></p> <p align="center">Gillian Barley - Head of Revenues and Procurement</p> <p align="center"><u>Humberside Police/Office of Police & Crime Commissioner</u></p> <p align="center">TBC</p>	<p align="center"><u>ERYC</u></p> <p>Julian Neilson - Head of Finance</p>	<ul style="list-style-type: none"> Review of the council tax discount for Special Constables pilot over the last 12 months. <p><u>Humberside Police</u> Update on recruitment drive for Special Constables</p> <ul style="list-style-type: none"> What initiatives and incentives have been undertaken to increase Special Constable numbers? Numbers recruited and retained Cost implications to the Force resulting from increased Special Constables Force <p><u>Finance and Revenue & Procurement</u></p> <ul style="list-style-type: none"> Impact and implications of the council tax discount for Special Constables 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?
Procurement Changes following EU Exit	<p align="center">Revenues & Procurement</p>	<p align="center">Gillian Barley - Head of Revenues and Procurement</p> <p align="center">Rob Bateman - Procurement Manager</p>		<p>To provide Members with an overview of the changes to procurement policy following the UK's exit from the European Union and the impact this has/is having.</p>
Council Business Plan Monitoring	<p align="center">Public Health</p>	<p align="center">Simon Lowe - Strategic Service Manager (Corporate Strategy, Policy, Performance and Risk Management)</p>	<p>Lisa Wilson - Policy, Partnerships & Intelligence Manager</p>	<ul style="list-style-type: none"> Update on outcomes of Council Business Plan (2020) indicators/targets etc. Update on implementation of the 2021 updates.

OVERVIEW MANAGEMENT COMMITTEE WORK PROGRAMME 2021/22

THURSDAY, 4 NOVEMBER 2021

ITEM / TOPIC	LEAD ORGANISATION/ SERVICE AREA	LEAD OFFICER	INPUT FROM	SCOPE
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 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.
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

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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>Councillor Handley (Portfolio Holder for Enterprise and Digital)</p> <p>Councillor Aitken (Portfolio Holder for Economic Development and Inward Investment)</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
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.

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THURSDAY, 27 JANUARY 2022

ITEM / TOPIC	LEAD ORGANISATION/ SERVICE AREA	LEAD OFFICER	INPUT FROM	SCOPE
<p>COVID-19 Recovery Plan Update - Financial Recovery Task Group</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

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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	Brigitte 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	John Skidmore - Director of Adults, Health & Customer Services		<ul style="list-style-type: none"> • To receive a progress update on implementation of the review panel recommendations.

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THURSDAY, 24 MARCH 2022				
ITEM / TOPIC	LEAD ORGANISATION/ SERVICE AREA	LEAD OFFICER	INPUT FROM	SCOPE
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.
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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		<p>To update Members on the following areas:</p> <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