

Overview and Scrutiny Committee and Audit and Governance Committee - Consolidated Work Programmes 2021/22

(this is a working document and is subject to regular amendment) – last updated 19 May 2021

Meeting Date Overview and scrutiny	Topic and Notes	Lead Member and Officer	Meeting Date Audit and Governance	Topic and Notes	Lead Member and Officer
8 June 2021	Executive Member for Corporate Services – Update on Portfolio	Cllr Cutting	27 May 2021	Annual Assurance Statement and Internal Audit Annual Report 2020/21	Simon Martin, SIAS
	RIPA and Use of Social Media - report back (Head of Legal and Democratic Services)	Head of Legal and Democratic Services		Strategic Risk Register – Monitoring 2020/21 - Quarter 4	Graham Mully, Steven Linnett Head of Strategic Finance and Property
	Data Retention Policy	Head of Legal and Democratic Service		2020/21 Provisional Outturn	Steven Linnett Head of Strategic Finance and Property
	Data Breach Policy	Head of Legal and Democratic		2020/21 Annual Anti-Fraud Report	Nick Jennings, SAFS

Overview and Scrutiny Committee and Audit and Governance Committee - Consolidated Work Programmes 2021/22

(this is a working document and is subject to regular amendment) – last updated 19 May 2021

Meeting Date Overview and scrutiny	Topic and Notes	Lead Member and Officer	Meeting Date Audit and Governance	Topic and Notes	Lead Member and Officer
		Services			
	Environmental Sustainability Action Plan (Agreed to report twice a year)	Head of Housing and Health		Data Protection Update Report	James Ellis, Head of Legal and Democratic Services
	Annual Plan and Refreshed Corporate Plan	Head of Communications Strategy and Policy		Standards Update	James Ellis, Head of Legal and Democratic Services
	Draft equalities, Diversity and Inclusion Strategy	Head of Housing and health		Questions to the Executive Member for Financial Sustainability	Executive Member for Financial Sustainability

Overview and Scrutiny Committee and Audit and Governance Committee - Consolidated Work Programmes 2021/22

(this is a working document and is subject to regular amendment) – last updated 19 May 2021

Executive Responses to recommendations made by O&S Committee:

Parking Recommendations – Report of the Task and Finish group
(Considered by Executive on 27 November 2020) – Members updated via Chairman’s Announcements
February 2021

Affordable Housing Research - Report and O&S Recommendations – (Considered by Executive on 5 January
2021) Members updated via Chairman’s Announcements February 2021

Updates

Overview and Scrutiny Committee	Audit and Governance
	<p>Complaints lodged with the Monitoring Officer (Head of Democratic and Legal Support Services). When there are updates.</p> <p>Changes to Constitution Review Update (Head of Democratic and Legal Support Services): When there are updates.</p>

Overview and Scrutiny Committee and Audit and Governance Committee - Consolidated Work Programmes 2021/22

(this is a working document and is subject to regular amendment) – last updated 19 May 2021

Overview and Scrutiny Committee	Audit and Governance

Looking Forward – 2021 onwards

Overview and Scrutiny Committee	Due date	Audit and Governance	Due Date
Environmental Sustainability Action Plan (Agreed to report twice a year)	8 June 2021 then 2 November 2021 June 2022 then November 2022	Quarterly Corporate Budget Monitor – Quarter 3 December 2020	30 March 2021 (executive) Due to the timetable of meetings it is not possible to produce the report and send it to an Audit & Governance Committee meeting prior to consideration by Executive. The report will be circulated to Members of the Committee when ready

Overview and Scrutiny Committee and Audit and Governance Committee - Consolidated Work Programmes 2021/22

(this is a working document and is subject to regular amendment) – last updated 19 May 2021

Overview and Scrutiny Committee	Due date	Audit and Governance	Due Date
			and views sort and reported to Executive.
Carbon Reduction report	2 November 2021		
Cultural Strategy - Update on Development of “Smart Targets”, Measurements and Monitoring Mechanisms	7 September 2021		
Planning Enforcement Plan – Update on new working practices	February 2022		

Notes:

Overview and Scrutiny Committee and Audit and Governance Committee - Consolidated Work Programmes 2021/22

(this is a working document and is subject to regular amendment) – last updated 19 May 2021

Members will note the new format of the Consolidated Work Programme. It was felt that by combining both work programmes might provide Members with a better insight into the issues to be considered by both committees and respective timeframes and so aid the process of scrutiny. Additionally, Members should note that the Chairman and Vice Chairman of both Committees are now meeting quarterly with the Leader and Deputy Leader to consider both work programmes in the context of the Council's Forward Plan to facilitate better scrutiny and review where necessary.

Members are actively encouraged to review the Council's Forward Plan which details the decisions the Executive (and Council) will be taking over the next three months. The Centre for Governance and scrutiny has recommended that early involvement with the decision making process (and before decisions are taken) is good practice. Only decisions which are taken by the executive can be called in.

[Latest Forward Plan](#)