

REIGATE AND BANSTEAD BOROUGH COUNCIL:

OVERVIEW AND SCRUTINY COMMITTEE WORK PROGRAMME



Date of issue: 03 June 2020

Report Author(s)	Lead Member(s)	Officer sign off	Subject	O&S	Executive	Council	Open / Exempt	Key
11 June 2020								
<i>Luke Harvey, Project & Performance Team Leader,</i>	-	Head of Projects and Performance	Internal audit 2019/20 - annual report and opinion To receive the annual report and opinion of the Council's internal auditors.	11 Jun 2020			Open	
<i>Luke Harvey, Project & Performance Team Leader</i>	Portfolio Holder for Corporate Direction and Governance	Head of Projects and Performance, Interim Head of Finance and Assets	Quarterly Performance Report (Q4 2019/20) To consider the Performance Report for Quarter 4 (2019/20) including the Provisional Budget Outturn 2019/20 and to make any observations.	11 Jun 2020	25 Jun 2020		Open	

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<i>Cath Rose, Head of Corporate Policy</i>	Deputy Leader and Portfolio Holder for Finance	Head of Corporate Policy	Covid-19 – Response to date and Recovery Workstreams To discuss and consider the emergency response to date and the Recovery Plan and Workstreams.	11 June 2020	28 July 2020 17 Sept 2020		Open	
<i>Catriona Marchant, Democratic Services Officer</i>	Chair of the Recovery Scrutiny Panel and Chair of the Evaluating Overview and Scrutiny Panel	Head of Corporate Policy and Head of Legal and Governance	Recovery Scrutiny Panel and Evaluating Overview and Scrutiny Panel To agree membership and constitution of the two Scrutiny Panels.	11 June 2020	28 July 2020 17 Sept 2020		Open	
<i>Catriona Marchant, Democratic Services Officer</i>	Chairman of the Overview and Scrutiny Committee	Head of Legal and Governance	Overview and Scrutiny Committee: Annual Report 2019/20 To consider the Annual Report of the Committee's work.	11 Jun 2020		24 Sept 2020	Open	
10 September 2020								
<i>Tom Borer, Policy Officer</i>	Leader of the Council	Chief Executive	Leader's Update (September 2020) To receive an update on the work of the Council and future plans.	10 Sept 2020			Open	

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<i>Catriona Marchant, Democratic Services Officer</i>	Chair of the Recovery Scrutiny Panel	Cath Rose, Head of Corporate Policy	Recovery Scrutiny Panel To consider the Panel's feedback and a further update from officers and make recommendations.	10 Sept 2020	17 Sept 2020		Open	
<i>Catriona Marchant, Democratic Services Officer</i>	Chair of the Overview and Scrutiny Panel	Head of Legal and Governance	Evaluating Overview and Scrutiny Panel To consider the Panel's feedback and a further update from officers and make recommendations.	10 Sept 2020	17 Sept 2020		Open	
<i>Catriona Marchant, Democratic Services Officer</i>	Chairman of the Overview and Scrutiny Committee	Interim Head of Finance	Constitution of Budget Scrutiny Panel: Service and Financial Planning 2021/22 To agree the membership and constitution of the Budget Scrutiny Panel	10 Sept 2020			Open	
<i>Kirsty Jane Hill, Democratic Services Officer</i>	Portfolio Holder for Investment and Companies	Head of Legal and Governance, Interim Head of Finance and Assets	Companies Performance Update To receive an update on the performance of Council companies.	10 Sept 2020			Part exempt	

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<i>Luke Harvey, Project & Performance Team Leader</i>	Councillor Victor Lewanski	Head of Projects and Performance, Interim Head of Finance and Assets	Quarterly Performance Report (Q1 2020/21) To consider the Performance Report for Quarter 1 (2020/21) and to make any observations.	10 Sept 2020	25 Jun 2020		Open	
<i>Tom Borer, Policy Officer</i>	Portfolio Holder for Corporate Direction and Governance	Head of Corporate Policy	Corporate Plan Report 2015-2020 To consider the Council's performance against the Corporate Plan (2015-20).	10 Sept 2020	19 Nov 2020		Open	
<i>Pat Main, Interim Head of Finance</i>	Portfolio Holder for Finance	Head of Finance	Management of Capital Programme Consultants To consider the management of the Council's Capital Programme Consultants	10 Sept 2020			Part Exempt	
<i>Pat Main, Interim Head of Finance</i>	Portfolio Holder for Finance	Head of Finance	Medium Term Financial Plan To receive an update on the Medium Term Financial Plan	10 Sept 2020			Part Exempt	
<i>Pat Main, Interim Head of Finance</i>	Portfolio Holder for Finance	Head of Finance	Capital Strategy To receive an update and consider the Capital Strategy	10 Sept 2020			Part Exempt	

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<i>Pat Main, Interim Head of Finance</i>	Portfolio Holder for Finance	Head of Finance	Commercial Strategy To consider the Council's Commercial Strategy	10 Sept 2020			Part Exempt	
3 December 2020 (Budget Scrutiny Panel) date tbc								
<i>Catriona Marchant, Democratic Services Officer</i>	Chairman of the Overview and Scrutiny Committee	Interim Head of Finance and Assets	Budget Scrutiny Panel: Service and Financial Planning 2021/22 For the Budget Scrutiny Panel to (i) consider the provisional budget proposals for 2021/22; (ii) report back to the Overview and Scrutiny Committee with their findings; and (iii) make recommendations to the Executive in line with the Council's budget and policy procedure rules.	9 Dec 2020	17 Dec 2020		Part Exempt	
9 December 2020								
<i>Catriona Marchant, Democratic Services Officer</i>	Portfolio Holders - Organisation	Director of Commercial and Investment	Portfolio Holders Update – Organisation (December 2020) To receive an update on the work of the Organisation Portfolios.	9 Dec 2020			Open	

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<i>Catriona Marchant, Democratic Services Officer</i>	Chair of the Recovery Scrutiny Panel	Cath Rose, Head of Corporate Policy	Recovery Scrutiny Panel To consider the Panel's feedback and a further update from officers and make recommendations.	9 Dec 2020	17 Dec 2020		Open	
<i>Luke Harvey, Project & Performance Team Leader</i>	Deputy Leader and Portfolio Holder for Finance, Portfolio Holder for Corporate Direction and Governance	Head of Projects and Performance, Interim Head of Finance and Assets	Quarterly Performance Report (Q2 2020/21) To consider Council performance in the second quarter of the year with regard to Key Performance Indicators, Revenue and Capital Budget Monitoring and Risk Management.	9 Dec 2020	17 Dec 2020		Open	
21 January 2021								
<i>Ross Spanton, Community Safety Officer, Justine Chatfield, Head of Community Partnerships</i>	Portfolio Holder for Community Partnerships	Head of Community Partnerships	Annual Community Safety Partnership Scrutiny - 2019/20 To review the work of the East Surrey Community Safety Partnership in 2020/21.	21 Jan 2021			Open	
<i>Mari Roberts-Wood, Director of People</i>	Portfolio Holder for Community Partnerships, Portfolio Holder for Housing and Benefits,	Director of People	Portfolio Holder Briefing - People Portfolios To receive a briefing from the People Portfolio Holders.	21 Jan 2021			Open	

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	Portfolio Holder for Wellbeing and Intervention							
<i>Catriona Marchant, Democratic Services Officer</i>	Chair of the Recovery Scrutiny Panel	Cath Rose, Head of Corporate Policy	Recovery Scrutiny Panel To consider the Panel's feedback and a further update from officers and make recommendations.	21 Jan 2021	28 Jan 2021		Open	
<i>Catriona Marchant, Democratic Services Officer</i>	Chairman of the Overview and Scrutiny Committee	Interim Head of Finance and Assets	Service and Financial Planning 2021/22 To consider updated Service and Financial Planning 2021/22.	21 Jan 2021	28 Jan 2021		Part exempt	
<i>Catriona Marchant, Democratic Services Officer</i>	Leader of the Council	Head of Legal and Governance	Calendar of Meetings 2021/22 To consider the proposed schedule of meetings.	21 Jan 2021	28 Jan 2021	11 Feb 2021	Open	
18 March 2021								
<i>Luci Mould, Director of Place</i>	Portfolio Holder for Neighbourhood Services, Portfolio Holder for Place and Economic Prosperity,	Director of Place	Portfolio Holder Briefing - Place Portfolios To receive a briefing from the Place Portfolio Holders regarding the Place business areas and their portfolios.	18 Mar 2021			Open	

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	Portfolio Holder for Planning Policy							
<i>Catriona Marchant, Democratic Services Officer</i>	Chair of the Recovery Scrutiny Panel	Cath Rose, Head of Corporate Policy	Recovery Scrutiny Panel To consider the Panel's feedback and a further update from officers and make recommendations.	18 Mar 2021	25 March 2021		Open	
<i>Kirsty Jane Hill, Democratic Services Officer</i>	Portfolio Holder for Investment and Companies	Head of Legal and Governance, Interim Head of Finance and Assets	Companies Performance Update To receive an update on the performance of Council companies.	18 Mar 2021			Part exempt	
<i>Luke Harvey, Project & Performance Team Leader</i>	Deputy Leader and Portfolio Holder for Finance, Portfolio Holder for Corporate Direction and Governance	Head of Projects and Performance, Interim Head of Finance and Assets	Quarterly Performance Report (Q3 2020/21) To consider Council performance in the third quarter of 2020/21 with regard to Key Performance Indicators, Revenue and Capital Budget Monitoring and Risk Management.	18 Mar 2021	25 Mar 2021		Open	

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<i>Catriona Marchant, Democratic Services Officer</i>	Chairman of the Overview and Scrutiny Committee	Head of Legal and Governance	<p>Overview and Scrutiny Committee: Proposed Work Programme 2021/22</p> <p>To consider the proposed work programme for the Committee for 2021/22.</p>	18 Mar 2021	25 Mar 2021	8 Apr 2021	Open	

To be scheduled

Contact: Democratic Services

Email: Democratic@reigate-banstead.gov.uk

Phone: 01737 276182

Address: Town Hall, Castlefield Road, Reigate, Surrey, RH2 0SH