

## Effective Organisation Overview & Scrutiny Committee Work Plan 2011-12

Meeting Date	Work Programme
28 June 2011 @ 5pm	<ol style="list-style-type: none"> <li>1. Introduction to Committee Remit &amp; Terms of Reference</li> <li>2. Presentation by Assistant Directors on ongoing work within Resources Directorate &amp; future planned work</li> <li>3. Attendance of Executive Member for Corporate Services to discuss her priorities and challenges for this municipal year</li> <li>4. Report on Draft Workplan for 2011-12</li> <li>5. 2010-11 Year End Outturn Report</li> </ol>
13 September 2011 @ 5pm	<ol style="list-style-type: none"> <li>1. First Quarter Monitoring Report</li> <li>2. Workplan Report (Scrutiny Officer)</li> <li>3. Staff Sickness – Briefing Report (Chris Tissiman)</li> </ol>
22 November 2011 @ 5pm	<ol style="list-style-type: none"> <li>1. Absence Management Review - Scoping Report</li> <li>2. Monitoring Report on Implementation of recommendations arising from previously completed scrutiny reviews (Apprenticeships &amp; Customer Complaints)</li> <li>3. Second Quarter Monitoring Report</li> <li>4. Workplan</li> </ol>
11 January 2012 @ 5pm (Published 3/1)	<ol style="list-style-type: none"> <li>1. Budget Briefing Paper</li> <li>2. Monitoring Report on the Implementation of the Workforce Plan</li> <li>3. Workplan</li> </ol>
<b>28 February 2012 @ 5pm</b>	<ol style="list-style-type: none"> <li><b>1. Third Quarter Monitoring Report</b></li> <li><b>2. Presentation on recent staff wellbeing survey results</b></li> <li><b>3. Report on the Future Use &amp; Options for the Guildhall</b></li> <li><b>4. Workplan</b></li> </ol>