

Effective Organisation Overview & Scrutiny Committee Work Plan 2011-12

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