

Overview & Scrutiny Organisation and Resources Select Committee

Rolling Work Plan from July 2011

SUBJECTS	COMMITTEE/ TASK GROUP	NEXT DATE TO O & S COMMITTEE	SPECIFIC ISSUES FOR DISCUSSION	REPORT AUTHOR	CABINET MEMBER/ PORTFOLIO HOLDER
Campus and Operational Development (previously known as Workplace Transformation) Programme	Task Group	Ongoing	To consider updates on progress Four year programme	Mark Stone	Cllr John Noeken
ICT	Task Group	Ongoing	To consider updates on progress to include SAP Development (as incorporated within the Technology Plan roadmap)	Cllr Nigel Carter	
Procurement & Commissioning	Task Group	Ongoing	To consider updates on progress.	Ceri Williams	
Partnerships (Standing)	Task Group	Ongoing	To receive an update on progress.	Ceri Williams	Cllr John Noeken

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S106 Agreements	Task Group	September 2011	To receive an update on progress once the Task Group has met in September to establish if the database has been completed and reviewed the options for making it accessible to the public.	Ceri Williams/ Sharon Smith	Cllr Toby Sturgis
Member Support in the Locality	Task Group	September 2011	To undertake a review on member support in September 2011	Henry Powell	Cllr Laura Mayes
Scrutiny Representation on Project Boards	Committee	Ongoing	Scrutiny representatives to provide written updates where applicable	Cllr Ricky Rogers Cllr Peggy Dow Cllr Pip Ridout	
Systems Thinking	Committee	September 2011	To receive an update report on Systems Thinking.	Carlton Brand	
Budget and Performance	Committee	September 2011	To review budget and performance monitoring arrangements	Paul Kelly	Cllr Fleur de Rhe-Philippe
Library Services Review	Committee	November 2011	To receive a six month update on progress in relation to the Library Services Review	Niki Lewis	
Consultancy/Agency Staff Update	Committee	March 2012	To receive an annual update on consultancy/agency staff	Barry Pirrie	Cllr John Noeken

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Scrutiny Review	Committee	tbc	To implement a wider review of Scrutiny to ensure the most appropriate allocation of resources	Paul Kelly	
Shaping the Future Group	Committee	tbc	To receive the Action Plan for consideration once available	Barry Pirrie?	Cllr Allison Bucknell
SAP Development PID	Committee/Task Group?	tbc	The Task Group to be requested to consider whether SAP should be considered within its remit	Jacqui White?	Cllr John Noeken/ Cllr Chris Cochrane
Service Transformation (HR)	Committee	tbc	To receive an update on service transformation	Barry Pirie	Cllr Laura Mayes

Cabinet Forward Work Plan
June 2011 – September 2011

Items that may be of interest to the
Organisation and Resources Select Committee

SUBJECTS	DATE TO CABINET	SPECIFIC ISSUES FOR DISCUSSION	RESPONSIBLE CABINET MEMBER	OFFICER CONTACT
Update on Performance	13 September 2011	To inform Cabinet about progress against the Council's priorities, including those in the Local Agreement for Wiltshire.	Cllr Fleur de Rhe-Philipe	Sharon Britton
Budget Monitoring	26 July 13 September 13 December 2011	To receive an update on the Councils capital and revenue budget.	Cllr Fleur de Rhe-Philipe	Michael Hudson
Quarterly Progress Update – Workplace Transformation Programme	26 July 2011	Regular update on progress of the Transformation Programme	Cllr John Noeken	Mark Stone
Procurement and Contract award of Mechanical & Electrical Servicing Contracts for Property Services	26 July 2011	a) To note the process that is currently underway for procurement of M&E Servicing Contracts; and b) To delegate authority to a Lead Cabinet Member to approve the award of Contracts on conclusion of the formal Tendering process.	Cllr John Noeken, Cllr Toby Sturgis	Neil Ward

SUBJECTS	DATE TO CABINET	SPECIFIC ISSUES FOR DISCUSSION	RESPONSIBLE CABINET MEMBER	OFFICER CONTACT
Provision of Internal Audit	13 September 2011	To explore options for the future delivery of Internal Audit and determine next steps	Cllr Jane Scott	Michael Hudson
Annual Governance Statement 2010-11	13 September 2011	To consider a draft Annual Governance Statement for 2010/11 for comment before final approval is sought from the Audit Committee at its meeting on 28 September 2011.	Cllr Fleur de Rhe-Philippe	Marie Lindsay
Fees and Charges Policy	13 December 2011	To consider the Council's Corporate Fees, Charges and Concessions Policy	Cllr Fleur de Rhe-Philippe	Michael Hudson

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