



**Open Report on behalf of Andrew Crookham,
Deputy Chief Executive & Executive Director - Resources**

Report to:	Overview and Scrutiny Management Board
Date:	25 April 2024
Subject:	Overview and Scrutiny Management Board Work Programme

Summary:

This item serves to apprise the Board of the ongoing initiatives and tasks outlined in its operational agenda for the year 2024.

Actions Required:

This particular item is intended solely for informational purposes, providing relevant details about the Boards Work Programme.

1. Background

Work Programme

The current version of the work programme for the Overview and Scrutiny Management Board is set out in Appendix A.

Executive Forward Plan

The Executive Forward Plan of key decisions is set out at Appendix B. This is background information for the Board to ensure that all key decisions are scrutinised by the relevant scrutiny committee.

2. Conclusion

This item is to inform the Overview and Scrutiny Management Board of its current work programme for 2024, which is attached at Appendix A to this report.

3. Consultation

a) Risks and Impact Analysis

Not Applicable

4. Appendices

These are listed below and attached at the back of the report	
Appendix A	Overview and Scrutiny Management Board – Work Programme
Appendix B	Forward Plan of Key Decisions

5. Background Papers

No background papers as defined in section 100D of the Local Government Act 1972 were relied upon in the writing of this report.

This report was written by Nigel West, Head of Democratic Services and Statutory Scrutiny Officer, who can be contacted by e-mail at nigel.west@lincolnshire.gov.uk and Kiara Chatziioannou, Scrutiny Officer, who can be contacted on 07500571868 or by e-mail at Kiara.Chatziioannou@lincolnshire.gov.uk.

OVERVIEW AND SCRUTINY MANAGEMENT BOARD

Each agenda includes the following standard items:

- Call-in (if required)
- Councillor Call for Action (if required)

25 April 2024– 10:00am		
Item	Contributor	Purpose
1. Household Support Fund Grant Utilisation	Anne-Marie Scott, Assistant Director, Prevention & Early Intervention Mark Popplewell, Strategic Finance Lead - Children's Services	Pre-Decision Scrutiny (Executive Councillor decision between 29 April and 3 May 2024)
2. Deepings Leisure Centre	Jayne Sowerby-Warrington, Assistant Director - Corporate Property	Pre-Decision Scrutiny (Executive decision 8 May 2024)
3. Procurement of an Education Admissions Administration System	Leanne Fotherby, Commercial and Procurement Manager (Interim) John O'Connor, Head of Education Support	Pre-Decision Scrutiny (Executive Councillor decision between 7 and 17 May 2024)
4. Corporate Support Services Contract Report	Arnd Hobohm, Corporate Support Services Contract Manager	Performance Scrutiny
5. Scrutiny Panels – Approval of Terms of Reference of Scrutiny Reviews	Nigel West, Head of Democratic Services and Statutory Scrutiny Officer	Scrutiny Review Panel Work
6. Overview and Scrutiny Work Programmes <ul style="list-style-type: none"> • Adults and Community Wellbeing SC • Health SC 	Cllr Hugo Marfleet, Chairman of Adults and Community Wellbeing SC Cllr Carl Macey, Chairman of Health SC	Performance Scrutiny

30 May 2024– 10:00am		
Item	Contributor	Purpose
1. People Management Update - Quarter 4	Tony Kavanagh, Assistant Director – HR and Organisational Support	Performance Scrutiny
2. Overview and Scrutiny Work Programmes <ul style="list-style-type: none"> • Children and Young People SC 	Cllr Rob Kendrick, Chairman of Children and Young People SC Cllr Nigel Pepper, Chairman of Public Protection and Communities SC	Performance Scrutiny

30 May 2024– 10:00am		
	<ul style="list-style-type: none"> Public Protection and Communities SC 	

27 June 2024– 10:00am			
	Item	Contributor	Purpose
1.	Corporate Plan Success Framework 2023/24 – Quarter 4	Caroline Jackson, Head of Corporate Performance	Pre-Decision Scrutiny (Executive decision on 2 July 2024)
2.	Review of Financial Performance 2023/24	Michelle Grady, Assistant Director - Finance	Pre-Decision Scrutiny (Executive decision on 2 July 2024)
3.	Treasury Management Annual Report 2023/24	Karen Tonge, Treasury Manager Chris Scott, Link Asset Services	Performance Scrutiny
4.	Overview and Scrutiny Work Programmes <ul style="list-style-type: none"> Environment and Economy SC Highways and Transport SC 	Cllr Ian Carrington, Chairman of Environment and Economy SC Cllr Mike Brookes, Chairman of Highways and Transport SC	Performance Scrutiny

29 August 2024– 10:00am			
	Item	Contributor	Purpose
1.	Procurement Reforms	Victoria Eaton, Assistant Director - Commercial	Pre-Decision Scrutiny (Executive decision on 3 September 2024)
2.	Revenue Budget Monitoring Report - 2024/25 – Quarter 1 to 30 June 2024	Michelle Grady, Assistant Director – Finance	Pre-Decision Scrutiny (Executive decision on TBC September 2024)
3.	Capital Budget Monitoring Report 2024/25 – Quarter 1	Michelle Grady, Assistant Director – Finance	Pre-Decision Scrutiny (Executive decision on TBC September 2024)
4.	Corporate Plan Success Framework - 2024/25 – Quarter 1	Caroline Jackson, Head of Corporate Performance	Pre-Decision Scrutiny (Executive decision on TBC September 2024)
5.	Overview and Scrutiny Annual Report 2023-24	Nigel West, Head of Democratic Services and Statutory Scrutiny Officer	Performance Scrutiny
6.	Overview and Scrutiny Work Programmes <ul style="list-style-type: none"> Adults and Community Wellbeing SC 	Cllr Hugo Marfleet, Chairman of Adults and Community Wellbeing SC Cllr Carl Macey, Chairman of Health SC	Performance Scrutiny

29 August 2024– 10:00am		
Item	Contributor	Purpose
• Health SC		

26 September 2024– 10:00am		
Item	Contributor	Purpose
1. Treasury Management Performance- 2024/25 - Quarter 1 to 30 June 2024	Karen Tonge, Treasury Manager	Performance Scrutiny
2. Update on IMT Services - Project Portfolio	David Matthewman, Chief Information Officer (Interim)	Performance Scrutiny
3. People Management Update - Quarter 1	Tony Kavanagh, Assistant Director – HR and Organisational Support	Performance Scrutiny
4. Overview and Scrutiny Work Programmes <ul style="list-style-type: none"> • Children and Young People SC • Public Protection and Communities SC 	Cllr Rob Kendrick, Chairman of Children and Young People SC Cllr Nigel Pepper, Chairman of Public Protection and Communities SC	Performance Scrutiny

31 October 2024– 10:00am		
Item	Contributor	Purpose
1. Overview and Scrutiny Work Programmes <ul style="list-style-type: none"> • Environment and Economy SC • Highways and Transport SC 	Cllr Ian Carrington, Chairman of Environment and Economy SC Cllr Mike Brookes, Chairman of Highways and Transport SC	Performance Scrutiny

28 November 2024– 10:00am		
Item	Contributor	Purpose
1. Corporate Plan Success Framework 2024/25 – Quarter 2	Caroline Jackson, Head of Corporate Performance	Pre-Decision Scrutiny (Executive decision TBC December 2024)
2. People Management Update - Quarter 2	Tony Kavanagh, Assistant Director – HR and Organisational Support	Performance Scrutiny
3. Revenue Budget Monitoring Report 2024/25 – Quarter 2 to 30 September 2024	Michelle Grady, Assistant Director - Finance	Pre-Decision Scrutiny (Executive decision TBC December 2024)

28 November 2024– 10:00am		
Item	Contributor	Purpose
4. Capital Budget Monitoring Report 2024/25 – Quarter 2 to 30 September 2024	Michelle Grady, Assistant Director - Finance	Pre-Decision Scrutiny (Executive decision TBC December 2024)
5. Treasury Management Performance 2024/25 – Quarter 2 to 30 September 2024	Karen Tonge, Treasury Manager	Performance Scrutiny
6. Health and Safety Annual Report	Fraser Shooter, Health, and Safety Team Leader	Performance Scrutiny
7. Overview and Scrutiny Work Programmes <ul style="list-style-type: none"> • Adults and Community Wellbeing SC • Health SC 	Cllr Hugo Marfleet, Chairman of Adults and Community Wellbeing SC Cllr Carl Macey, Chairman of Health SC	Performance Scrutiny

19 December 2024– 10:00am		
Item	Contributor	Purpose
1. Overview and Scrutiny Work Programmes <ul style="list-style-type: none"> • Children and Young People SC • Public Protection and Communities SC 	Cllr Rob Kendrick, Chairman of Children and Young People SC Cllr Nigel Pepper, Chairman of Public Protection and Communities SC	Performance Scrutiny

30 January 2025 – 10:00am		
Item	Contributor	Purpose
1. Council Budget 2025/26	Michelle Grady, Assistant Director – Finance	Pre-Decision Scrutiny (Executive/ Council decision TBC)
2. Service Revenue and Capital Budget Proposals 2025/26	Adam Hopley, Strategic Finance Lead – Corporate	Pre-Decision Scrutiny (Executive decision TBC)
3. Overview and Scrutiny Work Programmes <ul style="list-style-type: none"> • Environment and Economy SC • Highways and Transport SC • Flood and Water Management SC 	Cllr Ian Carrington, Chairman of Environment and Economy SC Cllr Mike Brookes, Chairman of Highways and Transport SC Cllr Tom Ashton, Chairman of Flood and Water Management SC	Performance Scrutiny

27 February 2025 – 10:00am		
Item	Contributor	Purpose
1. Capital Budget Monitoring Report - 2024-25 – Quarter 3	Michelle Grady, Assistant Director – Finance	Pre-Decision Scrutiny (Executive decision TBC)
2. Revenue Budget Monitoring Report - 2024-25 – Quarter 3	Michelle Grady, Assistant Director – Finance	Pre-Decision Scrutiny (Executive decision TBC)
3. Corporate Plan Success Framework 2024-25 – Quarter 3	Caroline Jackson, Head of Corporate Performance	Pre-Decision Scrutiny (Executive decision TBC)
4. People Management Update – Quarter 3	Tony Kavanagh, Assistant Director – HR And Organisational Support	Performance Scrutiny
5. Treasury Management Performance	Karen Tonge, Treasury Manager	Financial Performance Scrutiny
6. Treasury Management Strategy Statement and Annual Investment Strategy	Karen Tonge, Treasury Manager	Annual Scrutiny Position Report

20 March 2025 – 10:00am		
Item	Contributor	Purpose
1. Transformation Programme Update	Clare Rowley, Head of Transformation Andrew McLean, Assistant Director – Corporate Transformation Programmes and Performance	Scrutiny Report Programme Update
2. Update on IMT Services	David Matthewman, Chief Information Officer (Interim)	Scrutiny Report Projects Update
3. Overview and Scrutiny Work Programmes <ul style="list-style-type: none"> • Children and Young People SC • Public Protection and Communities SC 	Cllr Rob Kendrick, Chairman of Children and Young People SC Cllr Nigel Pepper, Chairman of Public Protection and Communities SC	Performance Scrutiny

For more information about the work of the Overview and Scrutiny Management Board please contact Kiara Chatziioannou, Scrutiny Officer, on 07500571868 or by e-mail at Kiara.Chatziioannou@lincolnshire.gov.uk

FORWARD PLAN OF KEY DECISIONS FROM 02 APRIL 2024

PUBLISH DATE 1 MARCH 2024

DEC REF	MATTERS FOR DECISION	DATE OF DECISION	DECISION MAKER	PEOPLE/GROUPS CONSULTED PRIOR TO DECISION	DOCUMENTS TO BE SUBMITTED FOR DECISION	HOW AND WHEN TO COMMENT PRIOR TO THE DECISION BEING TAKEN	RESPONSIBLE PORTFOLIO HOLDER AND CHIEF OFFICER	DIVISIONS AFFECTED
I030828	Lincolnshire Leaving Care Service from April 2025	Between 24 April 2024 and 3 May 2024	Executive Councillor: Children's Services, Community Safety, Procurement and Migration	Representatives from Children's Services teams (social care and IROs); care leavers and other stakeholders involved in services for care leavers; Children's Services DLT	Report	Senior Commissioning Officer E-mail: Bridie.fletcher@lincolnshire.gov.uk	Executive Councillor: Children's Services, Community Safety, Procurement and Migration and Executive Director of Children's Services	All Divisions
I032312 New!	North Willingham Highways Depot - Replacement of Vehicle Store	Between 3 May 2024 and 7 May 2024	Leader of the Council (Executive Councillor: Resources, Communications and Commissioning), Executive Councillor: People Management, Legal and Corporate Property	Highways and Transport Scrutiny Committee	Exempt Report	Senior Project Manager, Corporate Property E-mail: matthew.stapleton@lincolnshire.gov.uk	Executive Councillor: People Management, Legal and Corporate Property	Market Rasen Wolds
I030085	Deepings Leisure Centre	8 May 2024	Executive	Overview and Scrutiny Management Board	Report	Assistant Director - Corporate Property E-mail: jayne.sowerby-warrington@lincolnshire.gov.uk	Leader of the Council (Executive Councillor: Resources, Communications and Commissioning) and Executive Director - Resources	Deepings East; Deepings West and Rural

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I032504 New!	Alma Park, Grantham	Between 7 May 2024 and 10 May 2024	Leader of the Council (Executive Councillor: Resources, Communications and Commissioning), Executive Councillor: Highways, Transport and IT	Highways colleagues and utility companies	Report	Senior Project Leader (Major Schemes) E-mail: steve.brooks@lincolnshire.gov.uk	Executive Councillor: Highways, Transport and IT and Executive Director - Place	Grantham East
I032505 New!	B1518 Sleaford	Between 7 May 2024 and 10 May 2024	Executive Councillor: Highways, Transport and IT, Leader of the Council (Executive Councillor: Resources, Communications and Commissioning)	Highways colleagues and utility companies	Report	Senior Project Leader (Major Schemes) E-mail: steve.brooks@lincolnshire.gov.uk	Executive Councillor: Highways, Transport and IT and Executive Director - Place	Sleaford
I032116	New Lincolnshire Secure Children's Home Build - Main Works Contract	8 May 2024	Executive	Directorate Leadership Team Corporate Leadership Team Legal Services Finance Services Children and Young People Scrutiny Committee	Exempt Reports	Interim Head of Capital Reform and Education Sufficiency E-mail: matthew.clayton@lincolnshire.gov.uk	Executive Councillor: Children's Services, Community Safety, Procurement and Migration and Executive Director of Children's Services	Sleaford
I032506 New!	Dysart Road, Grantham	Between 7 May 2024 and 10 May 2024	Leader of the Council (Executive Councillor: Resources, Communications and Commissioning), Executive Councillor: Highways, Transport and IT	Highways colleagues and utility companies	Report	Senior Project Leader (Major Schemes) E-mail: steve.brooks@lincolnshire.gov.uk	Executive Councillor: Highways, Transport and IT and Executive Director - Place	Grantham Barrowby; Grantham West

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I032507 New!	A153 Horncastle and Maltby PRN	Between 7 May 2024 and 10 May 2024	Executive Councillor: Highways, Transport and IT, Leader of the Council (Executive Councillor: Resources, Communications and Commissioning)	Highways colleagues and utility companies	Report	Senior Project Leader (Major Schemes) E-mail: steve.brooks@lincolnshire.gov.uk	Executive Councillor: Highways, Transport and IT and Executive Director - Place	Horncastle and the Keals; Louth Wolds; Woodhall Spa and Wragby
I032102	NHS Health Checks Re-Procurement	8 May 2024	Executive	Adults and Community Wellbeing Scrutiny Committee	Reports	Senior Commercial and Procurement Officer E-mail: mark.fowell@lincolnshire.gov.uk	Executive Councillor: Adult Care and Public Health and Executive Director - Adult Care and Community Wellbeing	N/A
I032396 New!	Externally Commissioned Buildings Based Day Care Re-Procurement	8 May 2024	Executive	Adults and Community Wellbeing Scrutiny Committee	Report	Senior Commercial and Procurement Officer E-mail: linda.turnbull@lincolnshire.gov.uk	Executive Councillor: Adult Care and Public Health and Executive Director - Adult Care and Community Wellbeing	N/A
I029445	Waste Transfer Station Improvements	Between 3 Jun 2024 and 7 Jun 2024	Executive Councillor: Waste and Trading Standards	Environment and Economy Scrutiny Committee	Reports	Head of Waste E-mail: chris.yorston@lincolnshire.gov.uk	Executive Councillor: Economic Development, Environment and Planning and Executive Director - Place	All Divisions
I032481 New!	Lincolnshire Healthwatch Service	4 June 2024	Executive	Adults and Community Wellbeing Scrutiny Committee	Report	Head of Quality and Information E-mail: theo.jarrett@lincolnshire.gov.uk	Executive Councillor: NHS Liaison, Integrated Care System, Registration and Coroners and Executive Director - Adult Care and Community Wellbeing	

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I032342	Sincil Bank Town Deal project	Between 17 June 2024 and 28 June 2024	Executive Councillor: Highways, Transport and IT, Leader of the Council (Executive Councillor: Resources, Communications and Commissioning)	Highways Colleagues Lincoln Towns Board Local Community	Report	Senior Project Leader E-mail: karl.gibson@lincolnshire.gov.uk	Executive Councillor: Highways, Transport and IT and Executive Director - Place	Park
I030731	Parking Enforcement Procedures Manual	Between 17 June 2024 and 24 June 2024	Executive Councillor: Highways, Transport and IT	Place DLT Highways and Transport Scrutiny Committee	Report	Parking Services Manager E-mail: Matt.jones@lincolnshire.gov.uk	Executive Councillor: Highways, Transport and IT and Executive Director - Place	All Divisions
I028654	Gosberton House Academy - New Block Extension and External Works as part of the SEND Building Communities of Specialist Provision Strategy	Between 24 June 2024 and 28 June 2024	Leader of the Council (Executive Councillor: Resources, Communications and Commissioning)	Children and Young People Scrutiny Committee	Exempt Report	Head of Property Development E-mail: dave.pennington@lincolnshire.gov.uk	Leader of the Council (Executive Councillor: Resources, Communications and Commissioning) and Executive Director - Resources	
I030411	Primary School Mobile Replacement Scheme	Between 24 Jun 2024 and 28 Jun 2024	Leader of the Council (Executive Councillor: Resources, Communications and Commissioning)	Children and Young People Scrutiny Committee	Report	Head of Property Development E-mail: dave.pennington@lincolnshire.gov.uk	Leader of the Council (Executive Councillor: Resources, Communications and Commissioning) and Executive Director - Resources	All Divisions
I032116	New Lincolnshire Secure Children's Home Build - Main Works Contract	2 July 2024	Executive	Directorate Leadership Team Corporate Leadership Team Legal Services Finance Services Children and Young People Scrutiny Committee	Exempt report	Interim Head of Capital Reform and Education Sufficiency E-mail: matthew.clayton@lincolnshire.gov.uk	Executive Councillor: Children's Services, Community Safety, Procurement and Migration and Executive Director of Children's Services	Sleaford

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I032523 New!	Acquisition of RAF Woodhall Spa	Between 2 July 2024 and 31 July 2024	Executive Councillor: People Management, Legal and Corporate Property, Executive, Executive Councillor: Fire & Rescue and Cultural Services	Executive Councillor for Fire & Rescue and Culture Executive Councillor for People Management, Legal and Corporate Property	Exempt Report	Strategic Asset Manager E-mail: eleonor.spillane@lincolnshire.gov.uk	Executive Councillor: People Management, Legal and Corporate Property and Executive Director - Place	Woodhall Spa and Wragby
032178 New!	Minerva House project - remodelling to provide accommodation for Children's Services	Between 24 Jun 2024 and 28 Jun 2024	Leader of the Council (Executive Councillor: Resources, Communications and Commissioning)	Children and Young People Scrutiny Committee	Exempt Reports	Head of Property Development E-mail: dave.pennington@lincolnshire.gov.uk	Executive Councillor for Children Services and Executive Director - Children Services	Holbeach
I030294	Review of Financial Performance 2023/2	2 Jul 2024	Executive	Overview and Scrutiny Management Board	Reports	Assistant Director - Finance E-mail: michelle.grady@lincolnshire.gov.uk		All Divisions
I030129	Corporate Plan Success Framework 2023/24 - Quarter 4	2 July 2024	Executive	Overview and Scrutiny Management Board	Report	Head of Corporate Performance E-mail: caroline.jackson@lincolnshire.gov.uk	Leader of the Council (Executive Councillor: Resources, Communications and Commissioning) and Executive Director - Resources	All Divisions
I032147 New!	Winter Service Plan 2024	Between 30 Jul 2024 and 12 Aug 2024	Executive Councillor: Highways, Transport and IT	Highways and Transport Scrutiny Committee Place DLT	Reports	Executive Councillor: Highways, Transport and IT and Executive Director – Place E-mail: jonathan.evans@lincolnshire.gov.uk	Head of Highways Client and Contractual Management Services E-mail: jonathan.evans@lincolnshire.gov.uk	All Divisions
I032488 New!	Procurement Reforms	3 September 2024	Executive	Overview and Scrutiny Management Board	Report	Assistant Director - Commercial E-mail: victoria.eaton@lincolnshire.gov.uk	Executive Councillor: Children's Services, Community Safety, Procurement and Migration and Executive Director - Resources	All Divisions

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I032395 New!	Highways Infrastructure Asset Management Plan 2024	Between 23 September 2024 and 30 September 2024	Executive Councillor: Highways, Transport and IT	Place DLT Highways and Transport Scrutiny Committee (16 September 2024)	Report	Head of Highways, Client and Contract Management E-mail: jonathan.evans@lincolnshire.gov.uk	Executive Councillor: Highways, Transport and IT and Executive Director - Place	All Divisions

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