

### Appendix A: PROPOSED CISC FORWARD WORK PROGRAMME JANUARY 2024 ONWARDS

#### December 2024: Training for Members

Date	Topic / Issue	Delivered by	Where and time	Notes
Wed 13 December	Draft Budget 2024-5 and MTFS 1	Adele	6:00 – 7:00	

#### January 2024: Training for Members

Date	Topic / Issue	Delivered by	Where and time	Notes
10 January	Budget and MTFS 2	Adele	Council Chamber 6:30	

# CORPORATE IMPROVEMENT SCRUTINY COMMITTEE

Forward Work Programme 2024 Jan onwards

Last Updated: Monday, 22 January 2024

4 January 2024					
	Priority Area, Reference / Directions	Topic / Issue	Purpose	Type of Scrutiny	Responsibility
3	Council-wide Improvement and Recovery monitoring	<b>Quarterly Scrutiny Challenge – Improvement and Recovery</b>	To receive a report – scrutinise key areas and monitor progress of actions relating to improvement and recovery	Holding to account – oversight and monitoring	Stephen Brown, Chief Executive Sarah Hayward, Executive Director,
4	Assurance that <b>HR function is fit for purpose</b>	<b>Deep Dive on Human Resources – Direction of travel and ‘fit for purpose’</b>	To receive a report providing assurance and progress ensuring that HR is ‘fit for purpose’	Holding to account – oversight and monitoring.	Sarah Hayward, Executive Director, Strategy and Improvement
5.	Childrens Services	Review of recommendations in Report to Cabinet in February 2023.on Review of Workforce Business Case	Report: Update on implementation of recommendations following the Task and Finish Group Review		Sarah Wilson

30 January 2024					
	Priority Area, Reference / Directions	Topic / Issue	Purpose	Type of Scrutiny	Responsibility
3.	Financial sustainability; closure of long-term budget gap across the Council’s Medium Term Financial Strategy (MTFS); and balanced financial forecast for 2023/24.	<b>Scrutiny of Council’s Draft Budget Proposals 2024/25 (Capital and Revenue – Savings, growth, EqIA, Risks and MTFS)</b>	To receive a report about the Council Draft Budget Plan 2024/25.	Pre decision scrutiny Critical friend and budget recommendations to Cabinet.	Adele Taylor, S151 Officer and Executive Director

## February 2024: Training for Members

Date	Topic / Issue	Delivered by	Where and time	Notes
1 February	Data and managing council performance Free introductory training for councillors	LGA	Online 5.15pm - 7.45pm	
7 February	Demographic, social, economic and environmental data, slough performance data: Analysis, interpretation and benchmarks	Aman Gill Michael Edley	Council Chamber 6:30	

## 22 February 2024

	Priority Area, Reference / Directions	Topic / Issue	Purpose	Type of Scrutiny	Responsibility
1	Practice improvement for Children with SEND – <b>Ofsted</b>  <b>Note: In discussion with SB about this in terms of timing, relevance, influence etc</b>	<b>Children with Special Educational Needs and Disabilities (SEND).</b>	Report on practice improvement for children with SEND – monitoring of actions taken and progress made to address the priorities identified by Ofsted and CQC in their inspection report	Oversight and monitoring.	Sue Butcher Chief Executive, Slough Children First. As it stands this is too big and wouldn't be adding value. Hold as marker for children's but prob not this exactly
2	<b>Corporate Priorities, Balanced Budget, Health inequalities</b>	Licensing of Private rented accommodation	Review of the operation and delivery of the SBC private rented property Licensing Scheme		P Hayes Chris Stratford

## 27 February 2024

	Priority Area, Reference / Directions	Topic / Issue	Purpose	All Council Special Event	Responsibility
	<b>Chief Constable and PCC</b>	<b>Annual Report</b>	For Information for Item in April		MTE

26 March 2024

	Priority Area, Reference / Directions	Topic / Issue	Purpose	Type of Scrutiny	Responsibility
1	Improving public trust and engagement with residents to enable better service delivery as part of wider organisational change.	<b>Report from the T&amp;F 2 (Resident engagement and building public trust) launched in October 2023.</b>	Reporting progress to the parent committee.	In depth review; policy development and monitoring	Sarah Hayward, Executive Director, Strategy and Improvement Chair of T&F Cllr Manku, Chair of CIS
2	Participation/engagement is identified as an area of development by Ofsted	<b>Launch of Task and Finish Group 3 – Journey to Good – SCF</b>	To provide input to develop a plan of engagement with local communities including faith, disabled LD and other relevant groups.	Policy development and critical friend role.	Sue Butcher Executive Director – Children’s Services, Chief Executive, Slough Children First. Chair of CISC, Cllr Manku
3	Implementation of an estates strategy to make clear how the Council will use its assets to enable service delivery. ( <b>Annex B, 2b of <a href="#">Government Directions to Slough on 1 September 2022</a></b> )	<b>Scrutiny of Council’s Estate Strategy and its implementation</b>	To receive a report on the implementation of the Council’s estates strategy to review how the Council is using its assets to enable service delivery; value for money; impact on resident and council’s finances – what external validation or checks are in place; what have been/are the key challenges and opportunities.	Oversight, monitoring and critical friend.	Patrick Hayes, Executive Director Housing and Property

23 April 2024

	Priority Area, Reference / Directions	Topic / Issue	Purpose	Type of Scrutiny	Responsibility
1	Council-wide Improvement and Recovery monitoring following Government Directions.	<b>Quarterly Scrutiny Challenge –Improvement and recovery progress</b>	To scrutinise key areas and gain wider insight into progress of actions relating to improvement and recovery.	Oversight, monitoring and policy development.	Stephen Brown, Chief Executive Sarah Hayward, Executive Director for Strategy and Improvement
2	<b>Statutory scrutiny responsibility</b> for crime and disorder functions.  <b>PCC and Chief Constable to make their annual report presentation on 27 February and that CISC focus on the work of the Safer Slough Partnership Here</b>	<b>Safer Slough Partnership</b> (Timing TBC, subject to all Member briefing)	To receive a report with a view to review or scrutinise decisions made, or other action taken, in connection with the discharge by the responsible authorities of their crime, disorder and community safety functions .	Monitoring and oversight. Annual attendance at scrutiny. Update on current performance and work going forward	Matthew Barber, Police and Crime Commissioner  Chief Constable Jason Hogg  Superintendent Lee Barnham

Subject to Chair

**May 2024 Onwards: Proposed/possible topics**

	<p><b>Annex A, Paragraph 6 of</b>  <a href="#">Government Directions to Slough on 1 September 2022</a></p>	<p><b>Governance and operation of subsidiary companies</b></p>	<p>To receive a report demonstrating that Council has compiled or adequately progressing with the letter and spirit of the Direction 6 relating to review by Authority of its companies, including any subsidiaries but excluding Slough Children First (SCF). For those companies that it is agreed to continue, make sure that the Directors appointed by the Authority are appropriately skilled in either technical or company governance matters to make sure each Board functions effectively. For those companies which it is determined not to continue with in this form, to establish a plan to internalise, close or sell as appropriate.</p>	<p>Oversight and Monitoring.</p>	<p>Patrick Hayes, Executive Director Housing and Property</p>
	<p><b>Annex A, Paragraph 3f of</b>  <a href="#">Government Directions to Slough on 1 September 2022</a></p>	<p><b>Progress against Directions: Scrutiny of ICT and HR improvements progress</b></p>	<p>To review and scrutinise progress relating to HR and ICT directions/commentary/report by Commissioners.</p>	<p>Oversight and monitoring.</p>	<p>Sarah Hayward, Executive Director for Strategy and Improvement</p>

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## May 2024 Onwards: Proposed/possible topics

<p><b>Monitoring of Corporate Performance</b>  <b>Agreed that corporate performance will not in itself be a scrutiny item but that relevant performance data will be available to scrutiny for their investigations</b></p>	<p><b>Quarterly Corporate Performance Report</b>  <b>Organisational Culture Change Programme –</b>  <i>Flexibility to be taken as a report or a T&amp;F.</i></p>	<p>To receive a quarterly performance report in order to review and scrutinise council's performance. A report to the main item or a T&amp;F – TBC.</p>	<p>Oversight and monitoring.                  Policy development.                  Critical friend role.</p>	<p>Sarah Hayward, Executive Director for Strategy and Improvement.                  Sarah Hayward, Executive Director for Strategy and Improvement.</p>
<p><b>Scrutiny of Draft Budget 2025-6</b>  <b>May 2024 -January 2025</b></p>		<p>Suggest ongoing sub-group to undertake a programme of scrutiny following CIPFA guidelines</p>		<p>Adele Taylor</p>
<p><b>Update Items arising from 23-24 ACTIVITY:</b></p> <ul style="list-style-type: none"> <li>• IT</li> <li>• HR</li> <li>• PROCUREMENT</li> <li>• EQUALITIES</li> <li>• IRB</li> <li>• ENGAGEMENT TASK GP RECOMMENDATIONS</li> <li>• ASC TASK GP RECOMMENDATIONS</li> </ul>		<p>May ask for these as For information type reports outside of formal committee or ask for reporting by exception</p>		

## Task and Finish Group Topics 'Taxi-rank' in Priority Order

Topic / Issue	Comments
Adult Social Care (ASC) Assurance Programme/New CQC regime	<p>The ASC assurance programme touches a number of key improvement and recovery areas.</p> <p>CQC will place a lot of emphasis on the importance of good Leadership and Culture as well as on Customer Service and experience.</p> <p>The initial assessment suggests opportunity for value to be added through scrutiny/T&amp;F. Timely scrutiny engagement, through this Task and Finish Group will help assure that the service is focussing on the right priorities and making required improvements. This will also offer critical friend challenge around assurance programme and delivery of the outcomes through an action plan. Starting in September 2023.</p>
Resident Engagement and Building Trust	<p>Building and maintaining public trust through resident engagement is an important component for SBC. Agreement in principle with the service.</p>
Journey to Good – Slough Children First	<p>Participation/engagement is identified as an area of development by Ofsted so a T&amp;F can add real value.</p> <p>A Task and Finish Group focussing on developing community and faith groups involvement in improving children services. This will ensure that enhanced partnerships bring different skillsets and experiences. Agreement in principle with the service.</p>

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<p>Organisational Culture Change Programme – <i>Flexibility to be taken as a report to the main committee if it was felt more appropriate.</i></p>	<p>Paragraphs 5 of the Commissioners’ letter of 14 August 2023 as well as <a href="#">Government Directions to Slough on 1 September 2022</a></p> <p>Culture and behaviour change Task and Finish Group to review progress and provide input to comply with implementation of a programme of cultural change to rebuild trust between officers and members, to the satisfaction of the Commissioners. This should make sure both Members and Officers understand the scale of the challenge and their respective roles in driving improvement and the way in which the Authority and its activities are regulated; governed and the way in which this is monitored, and breaches rectified. Introduction/review of (a credible and comprehensive) culture change programme with targets and measures of success (5f). Timing and the form to be confirmed in consultation with the service.</p>
<p><i>Any appropriate deep dive items can be suggested as a proposal for a future T&amp;F Group subject to the following:</i></p> <ul style="list-style-type: none"> <li>• <i>Alignment with the Directions/Council’s Corporate Plan (Improvement and Recovery Plan);</i></li> <li>• <i>Slough’s progress and direction of travel;</i></li> <li>• <i>Commitment and support from the CISC Chair and relevant Executive Director to enable effective and efficient delivery to add value – ‘But-For/So-What’ test.</i></li> <li>• <i>Statutory guidance/constitution/remit.</i></li> </ul>	

Subject to Change