

Appendix B: Scope of task group

TOPIC	Scrutiny of Improvement and Recovery Programme		UPDATED	17 April 2025
SUMMARY: To ensure that CISC is given the opportunity to engage with the work of the Improvement and recovery programme, to identify specific projects or workstreams where scrutiny has the potential for maximising its impact through recommendations to cabinet or proposing operational changes to CLT or DLTs that would address related issues or concerns that come to light as the I&R programme workstreams are developed and implemented.				
Scrutiny Officer	Michael Edley	Steering Group: Regular informal meetings of small member group (4 Members) to: <ul style="list-style-type: none">review delivery of I&R Action Plan workstreams against existing milestones, outputs and outcomes with focus on those areas where scrutiny can be of most benefit		Cllrs:
Action plan workstream Delivery Leads	Directors and Senior managers will be asked to brief the task group informally on the detail behind concerns/issues with specific workstreams and their plans to minimise and mitigate any impacts			
Strategic Lead	Sonia Khan	Other stakeholders	CLT, Cabinet, DLTs	

Outcomes	Outputs
Topics that warrant scrutiny investigation by the task group that may lead to	
<ul style="list-style-type: none"> Member confidence that concerns/issues are fully understood and are being addressed appropriately 	
<ul style="list-style-type: none"> Recommendations to CISC for topics/areas where issues of substance might need closer attention by the main committee 	CISC agenda items
<ul style="list-style-type: none"> Recommendations via CISC to Cabinet to assist with the development, delivery and implementation of workstreams in the I&R Action plan 	CISC agenda reports
<ul style="list-style-type: none"> Recommendations in relation to Communications to residents about I & R action plan and +ve and -ve impacts on residents 	Input to Comms plan
<ul style="list-style-type: none"> Recommendations about how best to do scrutiny OF I&R Programme in future years 	Annual report and plans for I&R Programme scrutiny 2026/27
CISC Chair updates to BV Board regarding scrutiny activity and to note resulting recommendations requiring Cabinet response or operational matters requiring CLT or DLT response Informing judgements made to central government .	CISC recommendations reports to Cabinet for approval or noting copied to BV Board for noting

In Scope	Out of Scope	Critical Success Factors
Corporate improvement: <ul style="list-style-type: none"> • Oversight and direction of improvement and recovery • Decisions about changes to programme, mitigation and resource allocation 	Business as Usual Services and issues of concern to residents will be covered through agenda items or task and finish groups in forward plan of agenda items	Granularity of information Access to relevant in-department or project delivery team discussions
Service improvement <ul style="list-style-type: none"> • To review corporate performance framework and identify new issues that require responses and improvement support • To review impact of investment in service improvement • To review service improvement plans including inspection responses 		
Operating Model and Transformation <ul style="list-style-type: none"> • implementation of the Operating Model and Transformation to ensure that the Council gets to a sustainable future operating model for council with a balanced MTFS. • Define and direct roles for strategic partner/s • Oversee wider workstreams that need to be proactively aligned to the operating model – workforce, digital, commissioning and prevention • Decision making about changes to programme, mitigation and resource allocation 		

Workshop Topics	Issues/concerns	Conclusions/actions/recommendations	Date
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