

**Customer Service and Transformation Scrutiny Committee**

**Work Programme – 2017 – 2018**

**Vision: to enhance and improve the wealth profile, well-being and quality of life for the communities of Bolsover District**

**Corporate Aims: Providing our customers with excellent service**

**: Transforming our organisation**

Date of Meeting	Items	Lead Officer	Notes
12 <sup>th</sup> June 2017	<ul style="list-style-type: none"> <li>• <b>Health and Well Being Strategy – update on the action plan.</b></li> <li>• <b>Setting the work plan</b></li> </ul>	Steph Barker – Assistant Director of HR and Payroll, Clare Ashton – HR Business Partner	
24 <sup>th</sup> July 2017	<ul style="list-style-type: none"> <li>• <b>Quarter 1 – Performance Report</b></li> <li>• <b>Feedback from Elections Task and Finish Group</b></li> <li>• <b>Transformation Programme update</b></li> </ul>	Kath Drury – Information and Engagement Manager  Members of the Task and Finish Group  Cllr Bowler, Chair	

4 <sup>th</sup> September 2017	<ul style="list-style-type: none"> <li>• Transformation Programme</li> <li>• Draft New Bolsover Local Lettings Scheme</li> </ul>	<p>Dan Swaine, CEO Dawn Clarke, Assistant Director of Finance, Revenues and Benefits</p> <p>Peter Campbell, Assistant Director of Community Safety and Head of Housing</p>	
2 <sup>nd</sup> October 2017	<ul style="list-style-type: none"> <li>• Work Plan</li> <li>• Informal review work</li> </ul>		
30 <sup>th</sup> October 2017	<ul style="list-style-type: none"> <li>• Update on Corporate Plan Target C10: Disability adaptations</li> <li>• Work Plan</li> </ul>	<p>Peter Campbell, Assistant Director of Community Safety and Head of Housing Sam Bentley – Environmental Health Manager</p>	
27 <sup>th</sup> November 2017	<ul style="list-style-type: none"> <li>• Quarter 2 – Performance Report</li> </ul>	<p>Kath Drury – Information and Engagement Manager</p>	
1 <sup>st</sup> December	<ul style="list-style-type: none"> <li>• Special informal meeting</li> <li>• Transformation: A programme for change - Presentation by Strategic Director</li> <li>• Selection of Scrutiny Review area</li> <li>• Scoping Scrutiny Review</li> </ul>	<p>Lee Hickin, Director</p>	<p>Topics for Review:</p> <ul style="list-style-type: none"> <li>• Transformation Programme</li> <li>• Strategic Alliance</li> </ul>
11 <sup>th</sup> December 2017	<ul style="list-style-type: none"> <li>• Work Plan</li> <li>• Review work</li> </ul>		<ul style="list-style-type: none"> <li>• Draft Review Report: Disability Adaptations</li> </ul>

<b>8<sup>th</sup> January 2018</b>	<ul style="list-style-type: none"> <li>• <b>Work Plan</b></li> <li>• <b>Review work</b></li> </ul>		
<b>12<sup>th</sup> February 2018</b>	<ul style="list-style-type: none"> <li>• <b>Quarter 3 – Performance Report</b></li> </ul>	Kath Drury – Information and Engagement Manager	
<b>12<sup>th</sup> March 2018</b>	<ul style="list-style-type: none"> <li>•</li> </ul>		
<b>30<sup>th</sup> April 2018</b>	<ul style="list-style-type: none"> <li>• <b>Quarter 4 – Performance Report</b></li> </ul>	Kath Drury – Information and Engagement Manager	

Customer Service & Transformation Scrutiny Committee Membership – 10 Members  
 Councillors; - Rose Bowler (Chair), Jim Smith (Vice-Chair), Pauline Bowmer, Paul Cooper, Malcolm Crane, Ray Heffer, Andrew Joesbury, Duncan McGregor, Emma Stevenson, Rita Turner.

Future items to be included within the work plan - **Job evaluation and the Impact on recruitment and retention**

v.2 22.09.17 LC

v.3 18.10.17 LC

v.4 30.11.17 LC