

**21 May 2020 (Monitoring Overview)**

| Item(s)   | Responsible Person(s)              | Vision 2020 Strategic Priority/ Comments                    |
|---|------------------------------------|---|
| <b>Standard Items</b>   |                                    |   |
| Confirmation of Housing Scrutiny Sub-Committee Minutes                                    | Democratic Services                | Regular Report<br>Lets Deliver Quality Housing              |
| Work Programme for 2019-20 – Update   | Democratic Services                | Regular Report  |
| <b>Monitoring Items</b>   |                                    |   |
| Financial Performance (Detailed): Outturn 2018/19 Quarter 4                               | Jaclyn Gibson/<br>Colleen Warren   | Quarterly Report Professional<br>High Performing Services   |
| Performance Monitoring Outturn 2019/20 Quarter 4  | Pat Jukes                          | Quarterly Report-Professional<br>High Performing Services   |
| Treasury Management Stewardship and Actual Prudential Indicators Report 2019/20 (Outturn) | Jaclyn<br>Gibson/Colleen<br>Warren | Six Monthly Report Professional<br>High Performing Services |
| Strategic Risk Register – Quarterly Report  | Jaclyn<br>Gibson/Colleen<br>Warren | Quarterly Report Professional<br>High Performing Services   |
| Homelessness Act 2018   | Paula Burton                       | Annual Report   |

9 July 2020

| Item(s)  | Responsible Person(s) | Strategic Priority/ Comments                            |
|--|-----------------------|---|
| <b>Standard Items</b>  |                       |   |
| Confirmation of Housing Scrutiny Sub-Committee Minutes                           | Democratic Services   | Regular Report<br>Lets Deliver Quality Housing          |
| Work Programme for 2019-20 – Update  | Democratic Services   | Regular Report  |
| Portfolio Under Scrutiny Session – Our People and Resources                      | Portfolio Holder      | Annual Session<br>Professional High Performing Services |
| <b>Monitoring Item(s)</b>  |                       |   |
| Central Lincolnshire Local Plan Annual Report 2019/20 including Financial Update | Toby Forbes-Turner    | Annual Report Lets Drive Economic Growth                |

**9 July 2020 – Revised list**

| Item(s)   | Responsible Person(s)         | Strategic Priority/ Comments                             |
|---|-------------------------------|--|
| <b>Standard Items</b>   |                               |  |
| Work Programme for 2019-20 – Update   | Democratic Services           | Regular Report   |
| Quarter 4 Performance Report  | Heather Grover                | Quarterly Report   |
| Financial Performance (Detailed): Outturn 2018/19 Quarter 4                               | Jaclyn Gibson/ Colleen Warren | Quarterly Report Professional High Performing Services   |
| Treasury Management Stewardship and Actual Prudential Indicators Report 2019/20 (Outturn) | Jaclyn Gibson/Colleen Warren  | Six Monthly Report Professional High Performing Services |
| Strategic Risk Register – Quarterly Report  | Jaclyn Gibson/Colleen Warren  | Quarterly Report Professional High Performing Services   |

**20 August 2020 (Monitoring Overview)**

| Item(s)  | Responsible Person(s) | Strategic Priority/ Comments                              |
|--|-----------------------|---|
| <b>Standard Items</b>  |                       |   |
| Confirmation of Housing Scrutiny Sub-Committee Minutes             | Democratic Services   | Regular Report<br>Lets Deliver Quality Housing            |
| Work Programme for 2019-20   | Democratic Services   | Regular Report  |
| <b>Monitoring Items</b>  |                       |   |
| Financial Performance (Detailed) – Quarterly Monitoring: Quarter 1 | Colleen Warren        | Quarterly Report<br>Professional High Performing Services |
| Performance Quarterly Monitoring: Quarter 1                        | Pat Jukes             | Quarterly Report<br>Professional High Performing Services |
| Quarterly Strategic Risk Register Report-Quarter1                  | Jaclyn Gibson         | Quarterly Report<br>Professional High Performing Services |
| Revenues and Benefits Shared Service Update                        | Martin Walmsley       | Annual Report<br>Professional High Performing Services    |
| Income/Arrears Monitoring report                                   | Martin Walmsley       | Annual Report<br>Professional High Performing Services    |
| City of Lincoln Council Annual Report 2020                         | Angela Andrews        | Regular Report  |

**1 October 2020 (Thematic Reviews)**

| Item(s)  | Responsible Person(s) | Strategic Priority/ Comments                              |
|--|-----------------------|---|
| <b>Standard Items</b>                              |                       |   |
| Housing Scrutiny Sub-Committee Minutes             | Democratic Services   | Regular Report<br>Lets Deliver<br>Quality Housing         |
| Work Programme for 2019-20 – Update                | Democratic Services   | Regular Report  |
| Portfolio Under Scrutiny Session – Economic Growth | Portfolio Holder      | Annual Session<br>Lets Drive Economic Growth              |
| Economic Growth Vision 2025 Progress Report        | Kate Ellis            | Regular Report<br>Lets Drive Economic Growth              |
| <b>Monitoring Items</b>                            |                       |   |
| Scrutiny Annual Report                             | Democratic Services   | Annual Report<br>Professional High Performing<br>Services |
| <b>Other Item(s)</b>                               |                       |   |
| Pre-Christmas Market 2020 verbal event report      | Simon Colburn         | Requested<br>Lets Drive Economic Growth                   |

**19 November 2019 (Monitoring Overview)**

| Item(s)  | Responsible Person(s)   | Strategic Priority/ Comments  |
|--|-------------------------|---|
| <b>Standard Items</b>  |                         |   |
| Housing Scrutiny Sub-Committee Minutes                                     | Democratic Services     | Regular Report<br>Lets Deliver Quality Housing                        |
| Work Programme for 2019-20 – Update  | Democratic Services     | Regular Report  |
| Portfolio Under Scrutiny Session – Reducing Inequality                     | Portfolio Holder        | Annual Session<br>Lets Reduce Inequality                              |
| Reduce Inequality Vision 2025 Progress Report                              | Angela Andrews          | Regular Report<br>Lets Reduce Inequality                              |
| <b>Monitoring Items</b>  |                         |   |
| Financial Performance (Detailed) – Quarterly Monitoring: Quarter 2         | Colleen Warren          | Quarterly Report<br>Professional High Performing Services             |
| Performance Quarterly Monitoring: Quarter 2                                | Pat Jukes               | Quarterly Report<br>Professional High Performing Services             |
| Strategic Risk Register – Quarterly Report Quarter 2                       | Jaclyn Gibson           | Quarterly Report<br>Professional High Performing Services<br>Services |
| Treasury Management and Prudential Code Update Report – Half Yearly Report | Colleen Warren          | Half Yearly Report<br>Professional High Performing Services           |
| <b>Other Items:</b>  |                         |   |
| Budget Theme Group – Nominees  | Jaclyn Gibson           | Annual Appointment Professional High Performing Services              |
| The Lincoln City Profile   | Pat Jukes/Nathan Walker |   |

21 January 2021

| Item(s)  | Responsible Person(s)      | Strategic Priority/ Comments                   |
|--|----------------------------|--|
| <b>Standard Items</b>                              |                            |  |
| Housing Scrutiny Sub-Committee Minutes             | Democratic Services        | Regular Report<br>Lets Deliver Quality Housing |
| Work Programme for 2019-20 - Update                | Democratic Services        | Regular Report                                 |
| Portfolio Under Scrutiny Session – Quality Housing | Portfolio Holder           | Annual Session<br>Lets Deliver Quality Housing |
| Quality Housing Vision 2025 Progress Report        | Kate Ellis/Daren Turner    | Lets Deliver Quality Housing                   |
| <b>Monitoring Item(s)</b>                          |                            |  |
| Performance Report-HRS                             | Gareth Griffiths           | Annual Report<br>Lets Deliver Quality Housing  |
| Fire Safety Update                                 | Andrew McNeil/Matt Hillman | Annual Report                                  |

**18 February 2021 (Monitoring Overview)**

| Item(s)  | Responsible Person(s) | Strategic Priority/ Comments                              |
|--|-----------------------|---|
| <b>Standard Items</b>  |                       |   |
| Housing Scrutiny Sub-Committee Minutes                             | Democratic Services   | Regular Report<br>Lets Deliver Quality Housing            |
| Work Programme for 2019-20 - Update                                | Democratic Services   | Regular Report  |
| Portfolio Under Scrutiny Session – Remarkable Place                | Portfolio Holder      | Annual Session<br>Lets Enhance Our Remarkable Place       |
| Remarkable Place Vision 2025 Progress Report                       | Simon Walters         | Regular Report<br>Lets Enhance Our Remarkable Place       |
| <b>Monitoring Items</b>  |                       |   |
| Financial Performance (Detailed) – Quarterly Monitoring: Quarter 3 | Colleen Warren        | Quarterly Report<br>Professional High Performing Services |
| Performance Quarterly Monitoring: Quarter 3                        | Pat Jukes             | Quarterly Report<br>Professional High Performing Services |
| Strategic Risk Register – Quarterly Report Quarter 3               | Colleen Warren        | Quarterly Report<br>Professional High Performing Services |
| Feedback from Budget Review Group                                  | Colleen Warren        | Annual Report<br>Professional High Performing Services    |

25 March 2021

| Item(s)   | Responsible Person(s) | Strategic Priority/ Comments                                 |
|---|-----------------------|--|
| <b>Standard Items</b>   |                       |  |
| Housing Scrutiny Sub-Committee Minutes                            | Democratic Services   | Regular Report Lets Deliver Quality Housing                  |
| Draft Work Programme for 2021/22                                  | Democratic Services   | Regular Report   |
| Portfolio Under Scrutiny Session – Customer Experience and Review | Portfolio Holder      | Annual Session Vision 2020 (Mixed)                           |
| High Performing Services Vision 2025 Progress Report              | Angela Andrews        | Annual Progress Report Professional High Performing Services |
| <b>Other item(s)</b>  |                       |  |
| Christmas Market 2020 Outturn Report                              | Simon Colburn         | Annual Report Lets Drive Economic Growth                     |
| Section 106 Contributions Update                                  | Nicola Collins        | Annual Report Lets Drive Economic Growth                     |

## Portfolio Under Scrutiny Sessions

| <b>Date</b>      | <b>Portfolio</b>               |
|------------------|--------------------------------|
| 9 July 2020      | Our People and Resources       |
| 1 October 2020   | Economic Growth                |
| 19 November 2020 | Reducing Inequality            |
| 21 January 2021  | Housing                        |
| 18 February 2021 | Remarkable Place               |
| 25 March 2021    | Customer Experience and Review |