

## SCRUTINY INVESTIGATION SCOPING EXERCISE SUMMARY SHEET

|   |  |
|---|--|
| <b>PROPOSED TOPIC: Home &amp; Agile Working</b>         |  |
| <b>PROPOSED TYPE OF SCRUTINY INVESTIGATION: Inquiry</b> |  |
| <b>Proposed Terms of Reference</b>                      | To examine how the experience of working remotely during the pandemic can inform future policy on autonomy at work, operating within a culture of care and trust.  |
| <b>Task &amp; Finish Recommended.</b>                   | Yes  |
| <b>Stakeholders</b>                                     | <p>All Members of the Council</p> <p>Cabinet Members</p> <p>Senior Management (Chief Executive, Corporate Directors, Directors, Chief officers, Operational Managers)</p> <p>Employees</p>                 |
| <b>NUMBER OF MEETINGS REQUIRED</b>                      |  |
| <b>Meeting 1</b><br>Committee 13 October 2020           | <b>Internal Evidence</b><br><b>Setting the context</b> – Presentation from relevant Cabinet Member / Senior officers<br>Cllr Weaver, Paul Orders, Chris Lee, Tracey Thomas, Donna Jones, Isabelle Bignall. |
| <b>Meeting 2</b><br>Early December 2020                 | <b>Briefing, agree way forward</b><br><b>Receive overview of desk based literature research.</b><br>Nicola Newton, Principal Scrutiny Officer<br>Gladys Hingco, Principal Scrutiny Researcher              |
| <b>Meeting 3</b><br>January 2021                        | <b>External Evidence</b><br>Receive evidence from two external organisations expert at autonomous working  |
| <b>Meeting 4</b>  | <b>Receive final report of primary research evidence</b>   |

|                                      |   |
|--------------------------------------|---|
| Late February/early March 2021       | Gladys Hingco, Principal Scrutiny Researcher  |
| <b>Meeting 5</b><br>March/April 2021 | <b>Sum Up Meeting</b> – consideration of all information received during the Inquiry and agree way forward for draft report/recommendations<br><b>Consideration of draft report/recommendations</b> |

## PROPOSED REPORTING ARRANGEMENTS

- Investigation to be undertaken between October and March 2021
- Report to be considered by the Scrutiny Committee – April 2021
- Report from Scrutiny to Cabinet - April 2021

**Potential Outputs/Outcomes from this investigation****To produce a report that:**

Uses the evidence gathered to make recommendations to the Cabinet to inform future policy on autonomy at work within a culture of care and trust.