



RUSHMOOR BOROUGH COUNCIL

OVERVIEW AND SCRUTINY COMMITTEE

*at the Council Offices, Farnborough on
Thursday, 22nd July, 2021 at 7.00 pm*

To:

Cllr M.D. Smith (Chairman)
Cllr Mrs. D.B. Bedford (Vice-Chairman)
Cllr S.J. Masterson (Vice-Chairman)

Cllr Gaynor Austin
Cllr Jib Belbase
Cllr M.S. Choudhary
Cllr R.M. Cooper
Cllr K. Dibble
Cllr L. Jeffers
Cllr Mara Makunura
Cllr Nem Thapa

Standing Deputies

Cllr Sue Carter
Cllr Sophie Porter

Enquiries regarding this agenda should be referred to the Administrator, Adele Taylor, Democracy and Community, Tel. (01252) 398831, Email. adele.taylor@rushmoor.gov.uk.

A G E N D A

1. MINUTES OF THE PREVIOUS MEETING – (Pages 1 - 6)

To confirm the Minutes of the Meeting held on 17th June, 2021 (copy attached).

2. COMMUNITY SAFETY AND POLICING - UPDATE –

To receive an update from Inspector Kirsten Troman, Hampshire Police, and David Lipscombe, Senior Community Safety Officer, on the current position and to highlight the following issues raised by the Committee:

- Impacts of COVID-19 crime issues
- Drug and alcohol issues in the Borough
- Crime in the Borough
- Fear of crime
- Work of the Community Safety Team
- Future plans
- Update on the Joint Scrutiny Committee

The Portfolio Holder for Operations has been invited to the meeting for this item.

3. PAY POLICY STATEMENT – (Pages 7 - 14)

At the last Council meeting on 24th June, a report was considered setting out the details of the Pay Policy Statement. Whilst the Council approved the Statement it was agreed that the Committee would be asked to undertake a review of the structure and application of the Council's pay policies to ensure that the policies meet the requirement of council taxpayers.

A copy of the Pay Policy Statement is attached.

4. WORK PLAN – (Pages 15 - 24)

To consider the Work Plan for the 2021/22 Municipal Year (copy attached).

MEETING REPRESENTATION

Members of the public may ask to speak at the meeting on any of the items on the agenda by writing to the Committee Administrator at the Council Offices, Farnborough by 5.00 pm two working days prior to the meeting.

Applications for items to be considered for the next meeting must be received in writing to the Committee Administrator fifteen working days prior to the meeting.

OVERVIEW AND SCRUTINY COMMITTEE

Meeting held on Thursday, 17th June, 2021 at the Council Offices, Farnborough at 7.00 pm.

Voting Members

Cllr M.D. Smith (Chairman)
Cllr Mrs. D.B. Bedford (Vice-Chairman)
Cllr S.J. Masterson (Vice-Chairman)

Cllr Gaynor Austin
Cllr Jib Belbase
Cllr M.S. Choudhary
Cllr R.M. Cooper
Cllr K. Dibble
Cllr L. Jeffers
Cllr Mara Makunura
Cllr Nem Thapa

1. APPOINTMENT OF VICE-CHAIRMEN

A discussion took place regarding the Vice-Chairman and the roles they had undertaken during the previous Municipal Year. It was noted that information on roles and responsibilities were set out in the Constitution and this would be circulated to Members.

RESOLVED: That Cllrs. Mrs D.B. Bedford and S.J. Masterson be appointed as Vice-Chairmen of the Committee for the 2021/22 Municipal Year.

2. MINUTES OF THE PREVIOUS MEETING

The minutes of the meeting held on 25th March, 2021 were **AGREED** as a correct record.

3. INTRODUCTION TO THE COMMITTEE

The Committee welcomed Mr. Andrew Colver, Head of Democracy and Community, who gave an introduction to the Committee.

The Committee held a key role within the Council's decision making structure, by working with the executive to a common aim. It was a politically balanced committee with no executive/decision making powers, but had the ability to carry out detailed examination and scrutiny of issues, to provide outcomes/recommendations to help inform the decision making process.

There were few restrictions on work areas, which could include executive and non-executive functions and other services, especially those outside the Council. It was

important to consider the work of the Policy and Project Advisory Board when determining agenda for meetings, to ensure no duplication of work. This would be monitored by way of a joint meeting between the Chairmen and Vice-Chairmen of both the Committee and the Board.

The Committee agenda had a number of regular items, such as performance monitoring reports and scrutiny of registered providers. Other items could include, call ins, pre-decision scrutiny and scrutiny of outside organisations. Task and Finish Groups could also be established to work on a particular project in more detail should the Committee feel that necessary. Members were encouraged to raise any items they would like considered for inclusion on the agenda, these could be reported to the Committee Administrator or Mr. Colver.

It was noted that a date would be circulated for a scrutiny training session to be held, in person, over the summer. This would aim to guide Members in their role and highlight the principles of scrutiny, which included:

- Holding decision makers to account – e.g. projects led by individual Cabinet Members
- Assessment of processes/systems – to propose improvements and ensure effectiveness
- Effective challenge and assuming nothing
- Outcome driven with a clear purpose

The Chairman thanked Mr. Colver for his presentation.

4. REGISTERED PROVIDERS TASK AND FINISH GROUP - ANNUAL REPORT

Cllr Mrs D.B. Bedford, Chairman of the Registered Providers Task and Finish Group and Mrs Sue Thornett, Housing Strategy and Enabling Officer introduced Report No. EPSH2017 on the work of the Group during 2020/21.

Cllr Bedford, advised that it had been a difficult year with the impacts of the pandemic. No physical meetings with the providers had been held but a number of interesting online meetings had raised different issues. The “Everyone In” scheme, aimed at ensuring all homeless people where in accommodation at the beginning of the pandemic, had raised a number of issues for the housing team, but these had been overcome and the scheme had worked well.

It was noted that the Group had a work plan and generally scrutinised three registered providers per Municipal Year. VIVID Housing, as the Borough’s largest provider, was included in the work plan annually. However, during 2020/21, issues with a fourth provider had been raised and a number of meetings had taken place to address these concerns. It was noted that the work with this provider was progressing and an additional meeting was expected to be held in March, 2022 to track progress.

It was advised that Ward Councillors had the opportunity to have an input prior to meetings with the providers, this allowed for councillors to pass on data/information from residents directly to inform the scrutiny process.

Mrs Thornett advised that, through the Group, the relationship between the providers and the Council had grown stronger. The working arrangements of the Group had developed over time and was no longer about a presentation from the provider, but a chance for questions to be asked and action plans to be created to resolve issues. This approach would continue to be developed into the new Municipal Year.

The Committee **ENDORSED** the work of the Registered Providers Task and Finish Group during 2020/21 and **APPROVED** the preparation of a programme of reviews on the 2021/22 Municipal Year. However, it was **NOTED** that the Portfolio Holder should to be made aware of the work of the Group and a meeting would be arranged.

The Chairman thanked Cllr Bedford and Mrs Thornett for their report.

5. **PERFORMANCE MONITORING 2020/21**

The Committee welcomed Ms Rachel Barker, Assistant Chief Executive, who was in attendance to give a presentation on Performance Management and Monitoring 2020/21.

At its meeting in February, 2021, the Committee had considered some review work which had been undertaken on the way the Council's performance had been monitored and reported on. This work had been endorsed and continued to be developed and embedded in the structure of the Council's Business Plan.

Performance management allowed the Council to monitor its achievements and ensure the work being undertaken was effective and sustainable. This was done through a number of performance measures and indicators to assess if actions/plans were being achieved. Successful performance management and monitoring resulted from a number of good practices, including, a clear vision and purpose, good planning, priorities, allocation of resources, development of action plans and ensuring the data met the need of its audience, at the right time, to inform good decision making.

Ms Barker, reported on the summary of 2020/21:

- Business Plan Projects – a number of strategies and action plans had been agreed, these included the Climate Change, Supporting Communities and Rough Sleepers Strategies and Action Plans, the Procurement Strategy 2020-24 and a revised plan for the Council's Waste and Recycling Service and Food Waste Collection Service 2021/22. Other projects included the Places Leisure contract, the Moor Road Park development, a review of polling places and districts and an action to agree the future of the CCTV service.
- Regeneration Projects – a number of projects had been completed as part of the Council's regeneration work, these included renovations to the Digital Hub, Aldershot, Voyager House, Farnborough – now operating as the Farnborough Centre for Health, Elles Hall, Farnborough demolition completed

and Union Street, Aldershot – funding agreement with Enterprise M3 in place and enabling works completed.

- ICE Programme – a number of projects had been completed or were underway, these included, rollout of Windows 10 laptops to all staff, People Strategy and a new e-billing service in council tax and an online service to “apply for a postal vote” had both been launched.

A summary was also provided on the COVID-19 response, success stories had included:

- COVID testing sites
- Vaccine Centres
- Payment of £23,000 in business grants
- 54 online council meetings
- COVID advice page on the Council’s website accessed 53,000 times
- Provision of the ORCA – which had dealt with referrals/requests for coronavirus support services

It was reported that, at the end of Q4, the majority of activities in the business plan were considered to be on track, however COVID continued to impact projects but the number of projects affected were steadily reducing.

Moving forward, a new streamlined Council Business Plan with 18 priorities would be measured each quarter, this new approach would help to ensure that there were no delays in performance data being shared.

The Committee discussed the report and agreed that the new streamline reporting would benefit the scrutiny process. It was also important however, to monitor what wasn’t performing well and why, and it was agreed that this would be discussed at a future Progress Group meeting. It was noted that the performance of the new food hub was of interest to the Committee, this issue would also be raised at the Progress Group.

The Committee **ENDORSED** the work around performance management and monitoring and thanked Ms Barker for her presentation.

6. **APPOINTMENTS 2021/22**

RESOLVED: That the following Members be appointed to serve on the following Groups for the 2021/22 Municipal Year:

Overview and Scrutiny Progress Group

Chairman	Cllr M.D. Smith
Vice-Chairmen	Cllr Mrs D.B. Bedford Cllr S.J. Masterson
Labour Group	Cllr Gaynor Austin

Council Tax Support Task and Finish Group

Chairman	Cllr M.D. Smith
Vice-Chairman	Cllr Mrs D.B. Bedford
Conservative Group	Cllr J.B. Canty Cllr L. Jeffers
Labour Group	Cllr Christine Guinness Cllr M.J. Roberts

Educational Improvement Task and Finish Group

Chairman	Cllr M.D. Smith
Vice-Chairmen	Cllr Mrs D.B. Bedford Cllr S.J. Masterson
Conservative Group	Cllr M.S. Choudhary
Labour Group	Cllr Gaynor Austin Cllr Nadia Martin

Highways Agency Task and Finish Group

Vice-Chairman	Cllr S.J. Masterson
Conservative Group	Cllr Jib Belbase Cllr P.J. Cullum Cllr L. Jeffers
Labour Group	Cllr Gaynor Austin Cllr K.Dibble

Review of Registered Providers Task and Finish Group

Chairman	Cllr M.D. Smith
Vice-Chairman	Cllr Mrs D.B. Bedford
Conservative Group	Cllr R.M. Cooper Cllr Nem Thapa
Labour Group	Cllr T.D. Bridgeman Cllr K. Dibble

7. WORK PLAN

The Committee noted the current work plan and **AGREED** that further consideration would be given to future items at the Progress Group meeting.

Members were asked to advise the Lead Officer or Committee Administrator of any items they wished to be considered prior to the Progress Group meeting scheduled for 23rd June, 2021.

The Food Waste Service was raised as an item for consideration, in particular around the education and communication programme with residents. Further consideration would be given to this item at the Progress Group.

The meeting closed at 8.05 pm.

CLLR M.D. SMITH (CHAIRMAN)

COUNCIL MEETING – 24TH JUNE 2021**AGENDA ITEM NO. 4 (3)****PAY POLICY STATEMENT**

A report from the meeting of the Corporate Governance, Audit and Standards Committee.

SUMMARY AND RECOMMENDATIONS

Under the Localism Act 2011, the Council is required to consider and approve a pay policy statement for the financial year. This report seeks approval for a statement covering 2021/22.

The Council is recommended to agree the Pay Policy Statement for 2021/22 as set out in Appendix A.

1. BACKGROUND & INTRODUCTION

- 1.1 Under the Localism Act 2011, the Council is required to consider and approve a pay policy statement for the financial year. The Council's pay policy statement for 2021/22 is set out in Appendix A.
- 1.2 The Act sets out a clear expression of the Government's desire that taxpayers can access information about how public money is spent on their behalf. It translates this into a requirement for improved transparency over both senior council officers pay and that of the lowest paid employees. To support this, the Act requires publication of an annual pay policy statement.
- 1.3 The Act sets out specific information that must be included in the Pay Policy Statement as follows:
 - the pay framework, level and elements of remuneration for Chief Officers
 - the pay framework and remuneration of the 'lowest paid' employees
 - the relationship between the remuneration of the Chief Officer and other officers
 - other policies relating to specific aspects and elements of remuneration such as pay increases, other allowances or payments, pension and termination payments.

2. DETAILS OF THE STATEMENT

- 2.1 The Pay Policy Statement contains two main components. It sets out the framework within which pay is determined in Rushmoor Borough Council and it

provides an analysis comparing the remuneration of the Chief Executive with other employees of the authority.

- 2.2 The comparisons included within the paper, look at the ratio between the Chief Executive and the full-time equivalent salary for a permanent member of staff employed in the lowest grade within the structure. The ratio for 2020/21 is 6.7:1,
- 2.3 The second ratio included within the analysis, looks at the relationship between the median remuneration of all staff compared to the Chief Executive. There has been no change to this ratio since the last statement and it remains at 3.6:1.
- 2.4 The recommendation of the Hutton Report (2010) is that public sector organisations should comply with a maximum multiple of 20:1. Rushmoor is well within this multiple.

SUE CARTER
CHAIRMAN OF CORPORATE GOVERNANCE
AUDIT AND STANDARDS COMMITTEE

Rushmoor Borough Council
Pay Policy Statement for the Financial Year 2021-2022

Purpose

The purpose of this pay policy statement is to set out Rushmoor Borough Council's (RBC's) policies relating to the pay of its workforce for the financial year 2021-22, in particular: -

- a) the remuneration of its Chief Officers
- b) the remuneration of its "lowest paid employees"
- c) the relationship between
 - the remuneration of its Chief Officers
 - the remuneration of its employees who are not Chief Officers

Definitions

For the purpose of this pay policy statement, the following definitions will apply: -

"Chief Officer" refers to the following roles within RBC: -

- Chief Executive, as Head of Paid Service*
- Executive Directors
- Heads of Service

The **"lowest paid employees"** refers to permanent or fixed-term staff employed at Grade 1 of the pay scale. Grade 1 is the lowest grade.

An **"employee who is not a Chief Officer"** refers to all permanent or fixed-term staff who are not within the "Chief Officer" group above, including the "lowest paid permanent employees" i.e. staff on Grade 1.

Remuneration of the "lowest paid employees" and "all other employees who are not Chief Officers"

Pay framework

Pay for the "lowest paid employees" and "all other employees who are not Chief Officers" is determined by the National Joint Council for Local Government Services and in line with the council's Pay and Reward Policy.

Not included in the definitions referred to above, there is a small and fluctuating number of 'casual' staff, some of whom receive lower salaries in accordance with minimum wage legislation.

The employment of casual staff recognises the need to have a small team of trained and available workers who can be deployed at short notice to assist with seasonal and emergency requirements. This approach enables the organisation to have an efficient and economic response to workload demands but without the need to incur unnecessary costs or to rely upon employment agencies. The use of casual contracts is regularly reviewed and staff engaged in this way are encouraged to apply for permanent roles when they become available.

The only other group employed by the Council who are excluded from the pay comparison data are apprentices. The apprentices are employed for a designated period during which time they are provided with on and off job training alongside the opportunity to gain valuable experience within a working environment. For this reason, the salary comparison would not be relevant.

The Pay and Reward Policy was implemented in April 2007 in line with National guidance, with the grade for each role being determined by a consistent job evaluation process. This followed a national requirement for all Local Authorities, and a number of other public sector employers, to review their pay and grading frameworks to ensure fair and consistent practice for different groups of workers with the same employer. The NJC framework for Job Evaluation was up-dated during 2013 and appropriate revisions made to the procedure for collecting data for evaluation to streamline the process and assist with pay comparability within Rushmoor Borough Council.

The Council's grading structure is based on the NJC terms and conditions using the national spinal column points with the addition of a number of spinal column points at the top of the scale. There are 12 grades (1 – 7, Service Manager, Corporate Manager, Head of Service, Director and Chief Executive) in the pay framework, grade 1 being the lowest and Corporate Manager, the highest (for those below Chief Officer). Each employee will be on one of the 12 grades based on the job evaluation of their role.

Each grade has a number of incremental steps and employees can progress along the salary range to the maximum of their grade, subject to assessment of their performance.

Pay awards for those staff up to and including Grade 7 are determined directly from the negotiations held between the Local Government Employers and the recognised Trades Unions. Since the implementation of the Council's pay framework, the same percentage award has been applied to all other grades including that of Chief Officers.

It should be noted that on 3rd September 2013, Cabinet made a decision to adopt the Foundation Living Wage Scheme, and hence the minimum wage in Rushmoor has reflected this. From 1st April 2019, the NJC pay rates will align with the Living Wage and hence this adjustment will no longer be necessary.

The analysis used for this report draws upon the pay rates as at 1st April 2021.

The remuneration of the “lowest paid employees” includes the following elements: -

- Salary
- Any allowance or other contractual payments in connection with their role

See below for comments on each element

Salary

Each “lowest paid permanent employee” is paid within the salary range for Grade 1.

Details of the Council’s grades and salary ranges are available on the website.

The normal starting salary for new employees will be at the entry point for the grade. However, at the appointing managers discretion, based on their assessment of skills and experience employees may commence at a higher grade point.

Other payments and allowances

Any allowance or other payments will only be made to staff in connection with their role or the patterns of hours they work and must be in accordance with the Pay and Reward policy. In a small number of roles where significant recruitment difficulties are experienced, a market supplement is paid. Market supplements are reviewed annually to ensure they are still required.

Further details of such allowances and payments are available on request.

Progression within the salary scale

The Council has a performance management and development review scheme in place. This embraces a number of elements including a joint review of performance, sharing organisational/team goals and agreeing future plans. Progression through the incremental scale appropriate to the grade is dependent upon performance being assessed as satisfactory by the staff member’s line manager.

In exceptional cases where staff members have consistently delivered exceptional performance, more than one incremental point may be awarded, with the approval of the Head of Service.

Pension

All Rushmoor Borough Council staff are eligible to join the Local Government Pension Scheme. There is automatic enrolment procedure in place to encourage membership of the scheme.

Severance Payments

Any severance payments will be in line with the Council's adopted policies on Organisational Change and MARS (Mutually Agreed Resignation Scheme). Further details are available on request.

Remuneration of Chief Officers

Pay framework

"Chief Officers" refers to the Chief Executive, Corporate Directors and Heads of Service.

This group of "Chief Officers" are paid on locally determined pay scales outside of the NJC agreement. These pay scales were created by extending the NJC spinal column points, and since the implementation of the Pay and Reward policy, these Chief Officers have received the same annual percentage pay award as all other employees within the Council.

Salary

Salaries of the Council's Chief Officers are published on the council's website.

The normal starting salary for new employees will be at the entry point for the grade., However, at the appointing managers discretion, based on their assessment of skills and experience employees may commence at a higher grade point.

Other allowances or payments

Any allowance or other payments will only be made to staff in connection with their role or the patterns of hours they work and must be in accordance with the Council's Pay and Reward policy.

The Chief Executive is appointed by the Council to act as the Returning Officer at the election of councillors for the Borough and as acting Returning Officer at Parliamentary Elections. The additional fees associated with these functions will be paid in accordance with those set nationally or locally through the Hampshire and Isle of Wight Elections Fees Working Party.

Within the fees structure for elections, provision is made for payments to staff for specific duties. These payments are also made in accordance with nationally set rates or locally through the Hampshire and Isle of Wight Election Fees Working Party. Details are available on request.

Further details of such allowances and payments are available on request.

Progression within the salary scale

Progression through the incremental scale appropriate to the grade is dependent upon performance being judged as satisfactory or higher at the end of the review year.

Pension

All employees are eligible to join the Local Government Pension Scheme but the value of these benefits has been excluded from the figures used for pay comparison purposes.

Severance Payments

Any severance payments will be in line with the Council's policy for Organisational Change or MARS scheme and further details are available on request.

The relationship between remuneration of highest and lowest paid employees of the council.

There are a number of different ways of presenting this information to provide a rounded picture of pay comparisons within the organisation.

The lowest, median and highest salaries as at 1st April 2021 are as follows:

Lowest:	£18,562
Median	£34,729
Highest	£124,125

By simply taking the salary of those permanently appointed employees paid on the lowest grade of the council's pay structure and comparing this with the Chief Executive a pay ratio of **1:6.7** emerges. This is the same as in the previous year's ratio.

The Hutton Report (2010) that looked at the relationship between pay levels in the public sector recommended that organisations should comply with a maximum pay multiple of **1:20**. Rushmoor is well below that ratio.

An alternative approach would be to compare the Chief Executive's salary against the median salary. This equates to a ratio of **1:3.6** which is a slight change to the **1:3.8** ratio, which was previously reported.

There has been no significant movement over the last 12 months. These results indicate that there is no cause for concern regarding the ratio between the pay rates for staff and the Chief Executive.

OVERVIEW AND SCRUTINY COMMITTEE WORK PLAN

The purpose of the work plan is to plan, manage and co-ordinate the ongoing activity and progress of the Council's Overview and Scrutiny Committee. It will be updated regularly and presented to each meeting of the Committee. It will include issues that are currently being actioned as well as those that will be subject to future work.

The Committees Terms of Reference are as follows:

- to perform all overview and scrutiny functions on behalf of the Council;
- to appoint such formal sub-committees and informal task and finish groups as it considers necessary to assist it in discharging its functions;
- to prepare and approve the overview and scrutiny work programme so as to ensure that the Committee's time is effectively and efficiently utilised;
- to undertake investigations into such matters relating to the Council's functions and powers as:
 - (1) may be referred by the Council, Committees, the Cabinet, or the Leader; or
 - (2) the Committee may consider appropriate; or
 - (3) have been referred to the Committee pursuant to the "call-in" procedure set out in the Overview and Scrutiny Procedure Rules in Part 4 of this Constitution. (These can be decisions taken by the Cabinet, a Cabinet Member, key decisions taken by an officer or under joint arrangements).
- to monitor and review the performance of the Council and services against relevant performance indicators and adopted plans;

- to review and/or scrutinise decisions proposed to be made (pre-decision scrutiny) or actions taken in connection with the discharge of any of the Council's functions;
- to review existing policy and strategy with a view to securing continuous improvement in the way in which the Council's functions are exercised, having regard to a combination of economy, efficiency and effectiveness;
- to make reports and/or recommendations to the full Council and/or the Cabinet in connection with the discharge of any functions;
- to review and/or scrutinise any matter affecting the area or its inhabitants;
- to discuss initiatives put forward for consideration by individual members of the Committee and any relevant 'call-for-action' in accordance with the Overview and Scrutiny Procedure Rules set out in Part 4 of this Constitution; and
- to consider petitions referred to the Overview and Scrutiny Committee in accordance with provisions set out in the Petition Scheme set out in Part 4 of this Constitution.

(A) ISSUES CURRENTLY BEING PROGRESSED BY THE OVERVIEW AND SCRUTINY COMMITTEE TASK AND FINISH GROUPS

ISSUE (PURPOSE OF REVIEW)	TASK AND FINISH GROUP (MEMBERSHIP 2021/22)	TIMETABLE	CURRENT WORK	STATUS
To monitor the performance and activities of Registered Providers working in the Borough.	Task and Finish Group established consisting of: Cllrs. D. B. Bedford, T.D. Bridgeman, R.M. Cooper, K. Dibble, Nem Thapa and M.D. Smith.	2021/22		
To review the Council Tax Support Scheme	Council Tax Support Task and Finish Group established, consisting of: Cllrs. D.B. Bedford, J.B. Canty, Christine Guinness, Lee Jeffers, M.J. Roberts and M.D. Smith			

ISSUE (PURPOSE OF REVIEW)	TASK AND FINISH GROUP (MEMBERSHIP 2021/22)	TIMETABLE	CURRENT WORK	STATUS
Educational Improvement	<p>A Task and Finish Group has been set up consisting of:</p> <p>Cllrs. Gaynor Austin, D.B. Bedford, M.S. Choudhary, Nadia Martin, S.J. Masterson and M.D. Smith.</p>	2021/22	<p>The first meeting of the Group in the 2021/2 Municipal Year would be held in summer 2021.</p>	
Highways Agency Task and Finish Group	<p>A Task and Finish Group has been set up consisting of:</p> <p>Cllrs. Gaynor Austin, Jib Belbase, P.J. Cullum, K. Dibble, Lee Jeffers and S.J. Masterson</p>	2021/22	<p>A meeting will be arranged early in the 2021/22 Municipal Year with representatives from Hampshire County Council (HCC) to discuss working arrangements, following which there is likely to be a further meeting where the Group will be asked to consider proposed changes to those arrangements.</p> <p>This will conclude the work of this Group.</p>	

(B) OTHER ISSUES CURRENTLY BEING PROGRESSED BY THE OVERVIEW AND SCRUTINY COMMITTEE

ISSUE	TIMETABLE	CURRENT WORK	STATUS
To review the Council's approach to investment in commercial properties, including an assessment of the opportunities taken and the outcomes.	2020/21	<p>In May, 2019 a report was presented to the Committee which set out a review of commercial property investments. An independent external review has been undertaken of the property portfolio.</p> <p>At its meeting in October, 2020 the Committee received a presentation on the Council's Property Investment Portfolio, this covered working arrangements, the Property Investment Strategy and the Q2 monitoring of the current portfolio.</p>	Green
Town Centre Markets and Car Boots	2020/21	<p>A workshop was held on 10th August, 2020 at which a brainstorming exercise was carried out on how to achieve better sustainability for markets and car boots going forward. Members were asked to consider a number of questions and agreed that the provision of markets and car boots in the town centres should continue. A number of ideas to make improvements to the offer and arrangements have been put forward.</p> <p>The Cabinet Member was being consulted on the future provision of car boots and markets in the town centres and the comments of the Committee will be taken into account a part of these discussions.</p>	Green
Safer North Hampshire and Policing Matters	2020/21	At its meeting in September, 2020 representatives from the Hampshire Police and Safer North Hampshire teams gave an update on current issues and addressed a number of specific queries raised by Members.	Green
Aldershot Town Football Club/The Shots Trust	2020/21	At its meeting in September, 2020 the Aldershot Football Club Supporters Trust (The Shots Trust) gave representations on issues relating to the	Green

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		<p>Football Club, these included the conclusion of the new lease, the engagement approach between the Club and its supporters and future options for the running of the Club.</p> <p>The representations were noted and relayed to the Major Projects and Property Portfolio Holder for consideration.</p> <p>At the meeting on 4th February, 2021, the Chairman of the Football Club provided the Committee with a response to the representations made by The Shot Trust. An update on current operations was also provided.</p>	
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OVERVIEW AND SCRUTINY COMMITTEE

WORKFLOW – JUNE 2021- APRIL 2022

DATE		ITEMS
22nd July 2021		<ul style="list-style-type: none"> • Police/Safer North Hampshire • Pay Policy Statement
24 August 2021 (new date)		<ul style="list-style-type: none"> • Food waste Service - Education and Comms Plan
21st October 2021		<ul style="list-style-type: none"> •
9th December 2021		<ul style="list-style-type: none"> •
17th February 2022		<ul style="list-style-type: none"> •
7th April 2022		<ul style="list-style-type: none"> •
Potential Future Items for Committee		<ul style="list-style-type: none"> • Enforcement of C19 Rules and Regulations – September? • Food Hub/Network – linked with Supporting Communities Strategy • Major community support organisations - Rushmoor Voluntary Services and Citizens' Advice – Autumn

OVERVIEW AND SCRUTINY COMMITTEE

Progress Meetings 2021/22

(Circulate the Cabinet Forward Plan, the Committee Work Plan and notes of the previous Committee meeting to each meeting of the Progress Group)

DATE	ITEM	NOTES
23 June 2021	Police/Safer North Hampshire (July)	Request for attendance at 22nd July meeting, to provide: <ul style="list-style-type: none"> • Police – general update • Impacts of the pandemic • Update from SNH team Request for specific topic items from Members in advance.
	Food waste Service – Education/Comms Plan (July)	Request for attendance at 22nd July meeting
	Enforcement of C19 Rules & Regs (September)	Presentation on: <ul style="list-style-type: none"> • Difficulties faced by the Team (Colin Alborough) and how they have been overcome. • Work with Businesses & Organisations on C19 secure measures • Encouragement work on vaccine uptake
	Food Hub/Network	Request for update on how progressing and operating model, linked with work within the Supporting Communities Strategy
5 August 2021		
30 September 2021		
4 November 2021		
13 January 2022		
10 March 2022		

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Items for Future Progress Meetings		<ul style="list-style-type: none"> Revenue Protection and Debt Collection Procedures 	
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