

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	The following RP's would be reviewed during the 2021/22 Municipal Year: Stonewater – 18th October, 2021 – the Group received a presentation on changes to the way Stonewater work and their policy on Climate Change. MTVHA – 15th November, 2021 – The Group held a meeting at which concerns were raised regarding a MTV Scheme in Aldershot, a date will be arranged for the Group to visit the scheme in due course. VIVID – 17th January, 2022 A review will also take place of the questions included in the Schedule of Questions used as part of the review process.	Green
To review the Council Tax Support Scheme	Council Tax Support Task and Finish Group	2021/22	The Group met on 17th August when a discussion was held on the purpose of the group and some CT data was analysed.	Green

Last Updated 18/11/2021

ISSUE (PURPOSE OF REVIEW)	TASK AND FINISH GROUP (MEMBERSHIP 2021/22)	TIMETABLE	CURRENT WORK	STATUS
	<p>established, consisting of:</p> <p>Cllrs. D.B. Bedford, J.B. Canty, Christine Guinness, Lee Jeffers, M.J. Roberts and M.D Smith.</p>		<p>Additional data was reviewed at the meeting on 6th October, 2021, and a further meeting would be held on 25th November to finalise the report for Cabinet.</p>	
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>Arrangements will be made for a meeting to be held after the start of the Autumn term. Hampshire County Council representatives will be invited.</p>	

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

ISSUE	TIMETABLE	CURRENT WORK	STATUS
Safer North Hampshire and Policing Matters	2021/22	<p>At its meeting in July, 2021 representatives from Hampshire Police and the Community Safety teams gave an update on current issues and addressed a number of specific queries raised by Members.</p> <p>A further review will be undertaken in 2021/22</p>	Green
Food Waste Service – Communications and Education Plan	2021/22	<p>At the meeting in August, 2021 the Committee received a presentation on the communications and education plans for the launch of the Food Waste Service. The Committee endorsed the plans and agreed to monitor the development on the service and its performance.</p> <p>An update is scheduled for April 2022.</p>	Green
Rushmoor Voluntary Services and Citizens' Advice	2021/23	<p>At its meeting in October, 2021 the Committee received presentations from Citizens' Advice and Rushmoor Voluntary Services on their services and current performance. It was noted that new service level agreements are being developed over the next 6-9 months and it was agreed that the Committee should consider the provisions set out in these at a future meeting.</p>	Green

OVERVIEW AND SCRUTINY COMMITTEE

WORKFLOW – OCTOBER 2021- APRIL 2022

DATE		ITEMS
9th December 2021		<ul style="list-style-type: none">• Supporting Communities Strategy/Grub Hub• Rushmoor Homes Limited Shareholders Report
17th February 2022		<ul style="list-style-type: none">• <i>Local GP Services - review</i>• <i>HCC Cabinet Member for Education plus local Headteacher/Principal</i>
7th April 2022		<ul style="list-style-type: none">• <i>Food Waste Service – Update</i>• <i>Climate Change Strategy and Action Plan - update</i>• <i>Champions Annual Reports</i>
Potential Future Items for Committee		<ul style="list-style-type: none">• Enforcement of C19 Rules and Regulations (23.06 PG)

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
30 September 2021	Food Waste	Comms excellent. Look to receive a report back at April meeting.
	North Town land ownership issues	Briefing paper to be circulated to Members in October
	28 October meeting	New date agreed RVS and/or CA to be invited email Members in advance for any issues they want to have covered
	Training Session	1st December to be ran by SEE remotely. Invite standing deputies and any other councillors who would benefit
9 November 2021	Climate Change	A briefing on progress would be provide for the Committee in early 2022, to include a presentation on Farnborough Airport (possibly at a separate meeting)
	Disability Issues	Information would be brought back on current provision and input for service planning/delivery.
	Farnborough 6th/Farnborough Tech	Possibility of holding all Member briefings to be progressed.
13 January 2022	<i>Disability</i>	- <i>To bring back info as above</i>
10 March 2022		
Items for Future Progress Meetings		

