

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	<p>The following RP's would be reviewed during the 2021/22 Municipal Year:</p> <p>Stonewater – 18th October, 2021 – the Group received a presentation on changes to the way Stonewater work and their policy on Climate Change.</p> <p>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.</p> <p>VIVID – 17th January, 2022 – The Group held a productive meeting at which it was advised that communication with residents remained a priority and the backlog of repairs as a result of the pandemic were being addressed through additional trade deployment.</p>	Green

ISSUE (PURPOSE OF REVIEW)	TASK AND FINISH GROUP (MEMBERSHIP 2021/22)	TIMETABLE	CURRENT WORK	STATUS
			<p>A review will also take place of the questions included in the Schedule of Questions used as part of the review process.</p> <p>The Annual Report would be presented to the Committee at its meeting in April, 2022.</p>	
To review the Council Tax Support Scheme	<p>Council Tax Support Task and Finish Group established, consisting of:</p> <p>Cllrs. D.B. Bedford, J.B. Canty, Christine Guinness, Lee Jeffers, M.J. Roberts and M.D Smith.</p>	2021/22	<p>The Group met on 17th August when a discussion was held on the purpose of the group and some CT data was analysed.</p> <p>Additional data was reviewed at the meeting on 6th October, 2021, and at the meeting held on 25th November it was recommended that the scheme would remain the same for 2022/23 but would undergo a fundamental review in early 2022.</p> <p>Cabinet reviewed the recommendations at its meeting on 18th January, 2022. A recommendation to Council was made to retain the current scheme for 2022/23 and the Group were recommended to undertake a detailed review of the scheme early in 2022/23.</p>	Green

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>Arrangements will be made for a meeting to be held in the Spring of 2022. Hampshire County Council representatives will be invited.</p> <p>At the Committee meeting in February 2022, CC Roz Chadd, Executive Lead Member for Children's Services provided an update on attainment levels for 2021, prospects for 2022, skills issues/gaps and collaboration with district authorities.</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	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. A further review will be undertaken in 2022/23	Green
Food Waste Service – Communications and Education Plan	2021/22	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. An update briefing note will be circulated in Spring 2022.	Green
Rushmoor Voluntary Services and Citizens' Advice	2021/22	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.	Green
Rushmoor Housing Limited (RHL)	2021/22	At its meeting in December, 2021 the Committee reviewed the RHL Shareholder Report as requested by the Chief Executive.	Green
Supporting Communities Strategy and Action Plan	2021/22	The Committee were updated on the Supporting Communities Strategy and Action Plan at its meeting in December, 2021. The current work and past achievements were outlined and noted. It was suggested that this item could be brought back to the Committee later in the year following the refresh.	

Last Updated 30/03/2022

Primary Care Networks	2021/22	<p>The Committee received a report from the Clinical Directors responsible for Aldershot and Farnborough at its meeting in February 2022. The report covered primary care services, the impacts of the pandemic, future working arrangements and collaborative working with the Council.</p> <p>The PCNs would be invited back to a future meeting.</p>	
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OVERVIEW AND SCRUTINY COMMITTEE

WORKFLOW – OCTOBER 2021- APRIL 2022

DATE		ITEMS
7th April 2022		<ul style="list-style-type: none">• Registered Providers Task and Fish Group – Annual Report• Climate Change Strategy and Action Plan - update• Champions Annual Reports• Food Waste Service – Written Update to be provided
Potential Future Items for Committee		<ul style="list-style-type: none">• <i>Supporting Communities Strategy and Action Plan – update – December 2022</i>• <i>Property Services – Autumn 2022</i>

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
1 February 2022	Education Establishments Representatives	Meeting in the Spring to which some local head teachers will be invited.
	Statement of Accounts 2019/20	It was noted that follow a discussion with Cllr Dibble this item would now be raised at a future meeting of CGAS
	Disability Issues	It was suggested that this would be picked up as part of the annual report from the Champion for Wellbeing
14 March 2022	Climate Change Action Plan	Presentation on achievements, perspective for the future, Strategy and Action Plan refresh
	Food Waste	A written update would be provided to the Committee at this time
	Farnborough Airport	A meeting with the airport would be arranged for the new Municipal Year
	Annual Report	The annual report would be drafted after the meeting on 7 th April and shared with the Chairman for comment.
Items for Future Progress Meetings		