

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 2022/23)	TIMETABLE	CURRENT WORK	STATUS
To monitor the performance and activities of Registered Providers working in the Borough.	Task and Finish Group established consisting of:	2022/23		
To review the Council Tax Support Scheme	Council Tax Support Task and Finish Group established, consisting of:	2022/23		
Educational Improvement	A Task and Finish Group has been set up consisting of:	2022/23		

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

ISSUE	TIMETABLE	CURRENT WORK	STATUS
Safer North Hampshire and Policing Matters	2022/23	A further review will be undertaken in 2022/23	
Food Waste Service – Communications and Education Plan	2022/23	An update briefing note will be circulated in Spring/Summer 2022.	
Supporting Communities	2022/23	An update on the Strategy and Action Plan would be provided in December 2022	
Primary Care Networks	2022/23	The PCNs would be invited back to a future meeting.	

OVERVIEW AND SCRUTINY COMMITTEE

WORKFLOW – June 2022- March 2023

DATE		ITEMS
16th June 2022		<ul style="list-style-type: none"> • Cabinet Champions • Performance Monitoring
21 st July 2022		<ul style="list-style-type: none"> •
15 th September 2022		<ul style="list-style-type: none"> •
20 th October 2022		<ul style="list-style-type: none"> •
1 st December 2022		<ul style="list-style-type: none"> •
9 th February 2023		<ul style="list-style-type: none"> •
30 th March 2023		<ul style="list-style-type: none"> •
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> • <i>Regeneration</i> • <i>Business Plan</i> • <i>Car Boots</i>

OVERVIEW AND SCRUTINY COMMITTEE

Progress Meetings 2022/23

(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
7 or 11 July 2022			
3 August 2022			
29 September 2022			
3 November 2022			
2 March 2023			
Items for Future Progress Meetings			