

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: Cllrs Diane Bedford, Peter Crerar, Mike Smith, Nem Thapa, Keith Dibble and Sophie Porter.	2022/23	A planning and review would be held on 31 st August to commence the process for 2022/23.	
To review the Council Tax Support Scheme	Council Tax Support Task and Finish Group established, consisting of: Cllrs Diane Bedford, Lee Jeffers, Mike Smith, Stuart Trussler, Christine Guinness and Mike Roberts.	2022/23	<p>For the year the Group will also be looking at cost of living issues following the motion presented to the council in April, 2022.</p> <p>At its meeting in August 2022, the Group agreed to meet in October 22 to receive an update from the service and third sector partners on the impact of the cost of living increases on residents. In light of this evidence, the Group would discuss and consider what options would be available for providing additional support from the Council directly. Members agreed to look at the</p>	

ISSUE (PURPOSE OF REVIEW)	TASK AND FINISH GROUP (MEMBERSHIP 2022/23)	TIMETABLE	CURRENT WORK	STATUS
			Council Tax Support scheme and any possible changes in the light of this discussion and evidence.	
Educational Improvement	A Task and Finish Group has been set up consisting of: Cllrs Diane Bedford, Peter Cullum, Mike Smith, Gaynor Austin and Jules Crossley.	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.	
Cabinet Champions	2022/23	A review of the Role and Priorities of the Cabinet Champions was undertaken at the meetings in June and July, 2022. The champions would be invited back to the committee in March 2023 to report back on their progress during the year.	
Corporate Customer Contact Data	2022/23	At the meeting in July a presentation was provided on customer contact data. It was requested that a follow up presentation be provided towards the end of the municipal year. An open invitation was given to Members to observe the CSU, contact should be made with Marybeth Quaintmere or Mary Timmins to arrange.	

OVERVIEW AND SCRUTINY COMMITTEE

WORKFLOW – June 2022- March 2023

DATE	ITEMS
16th June 2022	<ul style="list-style-type: none"> • Cabinet Champions (Climate Action & Armed Forces) • Performance Monitoring
21 st July 2022	<ul style="list-style-type: none"> • Cabinet Champion (Equalities) • Corporate Customer Contact Indicators
15 th September 2022	<ul style="list-style-type: none"> • Community Safety/Police (Emma Hard DC/James Knight)
20 th October 2022	<ul style="list-style-type: none"> • Property Services • Parks and Playgrounds
1 st December 2022	<ul style="list-style-type: none"> • <i>Supporting Communities Strategy and Action Plan – update</i>
9 th February 2023	<ul style="list-style-type: none"> •
30 th March 2023	<ul style="list-style-type: none"> • Corporate Customer Contact Indicators – Follow up • Cabinet Champions (Climate Action, Armed Forces and Equality and Diversity)
Potential Future Items for Committee	<ul style="list-style-type: none"> • <i>Farnborough Airport</i> • <i>Regeneration</i> • <i>Business Plan</i> • <i>Car Boots</i> • <i>Asset Review/Property Investment</i> • <i>Waste and Recycling</i> • <i>Charitable Support</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
11 July 2022	Priorities	<p>A discussion was held on priorities for the year, these included;</p> <ul style="list-style-type: none"> • Customer response data • Farnborough Airport – how it effects the environment/economy • Property Investment/Asset Review • Regeneration • Food Waste Service • Crime and Disorder • RVS/CA Draft Service Level Agreements
30 August 2022	Property Services Community Safety/Policing	<p>Item from Tim Mills at October meeting to cover:</p> <ul style="list-style-type: none"> - Overview of investments/returns/portfolio - Community buildings – is the current approach right? - Are current practices performing well? - How the change in the financial climate will inform practices moving forward - Internal/external resources <p>Item from James Knight (Community Safety) and Emma Hart (Police) at September meeting, to cover:</p> <p>Community Safety</p> <ul style="list-style-type: none"> - Key issues in Rushmoor - Update on PSPO's - Place Protection projections (3yrs) - Community Safety Partnership - timelines/planning <p>Police</p> <ul style="list-style-type: none"> - Plan/vision for the future

		<ul style="list-style-type: none"> - Crime levels - Priorities/resourcing – including 101, feedback to residents, managing expectations
	Farnborough Airport	Work around them and host a one off meeting if necessary.
	Parks and Playgrounds	James Duggin to provide an outline at the meeting in October on the investment and operational plan for parks and playgrounds.
29 September 2022		
3 November 2022		
2 March 2023		
Items for Future Progress Meetings		