

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 2024/25)	CURRENT WORK
To monitor the performance and activities of Registered Providers working in the Borough.	Cllrs Gaynor Austin, Halleh Koohestani (Chair), S.J. Masterson, Bill O'Donovan and M.D. Smith.	
To review the Council Tax Support Scheme	Cllrs P.J. Cullum, C.P. Grattan, Lisa Greenway, M.J. Roberts and Stuart Trussler (Vice-Chair)	
To consider further the economical and environmental impacts of Farnborough Airport on the Borough.	Cllrs Craig Card, A.H. Crawford, P.J. Cullum, Halleh Koohestani (Chair), G.B. Lyon and Bill O'Donovan with Cllr Jules Crossley (Policy, Climate & Sustainability Portfolio Holder) as an invitee as required.	

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

ISSUE	CURRENT WORK
Arts and Culture	At its November meeting the Committee were apprised of the work being undertaken in conjunction with the Hampshire Cultural Trust and Arts Council England on arts and cultural activity on the Borough. A further meeting would be held on this item in 6-12 months.
Asset Management	At its meeting in January 2024, the Committee received a presentation detailing progress on the Asset Management Strategy and future delivery, and a review of the portfolio and principles of disposal in light of the budget. A watching briefing would be maintained on progress during the 2024/25 Municipal Year.
Cabinet Champions	The two Cabinet Champions attended the meeting in March to provide a report on their work and activities during 2023/24. The work of both Champions was noted and the recommended priorities for 2024/25 endorsed.

OVERVIEW AND SCRUTINY COMMITTEE

WORKFLOW – June 2024- March 2025

DATE	ITEMS
13th June 2024	Registered Providers T&F Annual Report Housing and Homelessness Prevention Strategy
1st August 2024	SERCO
12th September 2024	Financial Matters/CIPFA Report
19th September 2024	Police and Community Safety
24th October 2024	
12th December 2024	
30th January 2025	
27th March 2025	
Potential Future Items for the Committee in 2024/25	<ul style="list-style-type: none"> • Climate Change Action Plan (inc. water quality) • Community and Youth Engagement • Highways issues – HCC • Housing and Homelessness Prevention Strategy (Part 2) • Leader of the Council – Priorities (when appropriate) • Property – Disposals Update • Risk Register • Union Yard – Lettings • Ward Grant & Charitable Support (CA/RVS)

OVERVIEW AND SCRUTINY COMMITTEE

Progress Meetings 2024/25

Membership: Cllr Leola Card, P.J. Cullum, Thomas Day, Clive Grattan, Halleh Koohestani (Chair), Bill O'Donovan and Stuart Trussler (Vice Chair)

DATE	ITEM	NOTES
02.07.2024	<p>SERCO – scoping of item for 1 August</p> <p>Housing and Homelessness Prevention Strategy – request to Cabinet to review the strategy (June 13 meeting)</p>	<p>Annual report will be finalised – a summary of the report will be presented at the meeting</p> <p>Areas of concern include,</p> <ul style="list-style-type: none"> - grass cutting changes and impacts (rewilding) - Waste Management – what are the %'s and how can we improve? Consider national changes due in 2027 - Focus on key services provided - how can we improve? / cost / effectiveness / performance against KPI's - Renewal of contract - Benchmarking against other councils <p>Important to review the data requested at the meeting prior to making a decision on a review of the strategy by the Cabinet. Data will provide context to those carrying out a review to determine if the strategy is achievable/objectives realistic. Cabinet Member minded to review anyway, is it better to wait until any changes have been made? Could offer engagement services from the Committee as part of the review.</p> <p>ACTION – follow up on request for data – AT/ZP</p> <p>ACTION – data request – how long are people in temp accommodation? How do we move people from temp to permanent accommodation?</p>

Last Updated 24/07/2024

	<p>Police and Community Safety - September 19 meeting</p> <p>Future items for consideration</p>	<p>Produce list of asks for the Chief Inspector and Community Safety Team at next PG meeting.</p> <p>A list has been added to the Potential items above.</p>
15.08.2024	<p>Financial Matters / CIPFA Report - PV</p> <p>Police and Community Safety</p>	