

# 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**

<b>ISSUE (PURPOSE OF REVIEW)</b>	<b>TASK AND FINISH GROUP (MEMBERSHIP 2020/21)</b>	<b>TIMETABLE</b>	<b>CURRENT WORK</b>	<b>STATUS</b>
<p>To monitor the performance and activities of Registered Providers working in the Borough.</p>	<p>Task and Finish Group established consisting of:</p> <p>The Chairman (Cllr M.D. Smith), Vice-Chairman ((Cllr Mrs D.B. Bedford) Chairman of the Group)) and Cllrs T.D. Bridgeman, Sue Carter, R.M. Cooper and K. Dibble.</p>	<p>2020/21</p>	<p>For the 2020/21 Municipal Year it was agreed that the scrutiny of performance and activities should be limited to three registered providers per year and that the areas for questions should focus on strategic issues including, Climate Change, Deprivation and the impacts of C19. The Group has selected Vivid (19.10.2020), Accent (16.11.2020) and Southern Housing (26.01.2021).</p> <p>In January 2021 it was agreed that A2 Dominion would be added to the 2020/21 review as the Council have been dealing with complex repair complaints for some time. A joint approach is needed to resolve these complaints for residents, the meeting will enable members to establish if there are any other issues impacting our residents which need to be investigated.</p>	<p>Green</p> <p>A2 Dominion were last included in a Review in February 2016.</p>

ISSUE (PURPOSE OF REVIEW)	TASK AND FINISH GROUP (MEMBERSHIP 2020/21)	TIMETABLE	CURRENT WORK	STATUS
			<p>VIVID MEETING – The Chief Operating Officer and Development Director attended the meeting in October. VIVID had met with residents and councillors in North Town to discuss concerns about service charges which were a key issue of the review meeting. Working collaboratively had enabled the root of the issues to be identified and a way forward to be planned. Other issues around repairs reporting were also discussed.</p> <p>Development at North Town has been delayed by approx. 4 months due to C19, the next tranche of handovers is due in February 2021. Phase 5 is being worked up with a planning application due in summer 2021.</p> <p>ACCENT MEETING – The Group had discussed the ongoing problems at Alexander House in Aldershot, one of Accents schemes. Cllr Crawford was closely involved with the issues.</p>	

ISSUE (PURPOSE OF REVIEW)	TASK AND FINISH GROUP (MEMBERSHIP 2020/21)	TIMETABLE	CURRENT WORK	STATUS
			<p>SOUTHERN HOUSING MEETING - Southern Housing are a fairly new RP in the Borough having recently taken over the Hydemartlet stock and are working in partnership with Rushmoor to expand their stock of new affordable housing. Their vision is to excel at customer service and values. The majority of their customer's initial interaction is via phone or digital platforms, via their Customer Service Centre based in Horsham. However, they recognise a need for face to face interaction across much of what is seen as housing management and have a team of mobile Home Service Managers.</p> <p>PILOT UPDATE - In Rushmoor, VIVID have piloted a new way of handling councillor emails/queries. The pilot ran from July – September 2020. VIVID have reported that the pilot has proved successful with the general feedback being a faster response and quicker resolution on residents' issues. A request to continue the pilot has been made and the collation of more detailed feedback</p>	

Last Updated 3rd March, 2021

ISSUE (PURPOSE OF REVIEW)	TASK AND FINISH GROUP (MEMBERSHIP 2020/21)	TIMETABLE	CURRENT WORK	STATUS
			from councillors is ongoing. VIVID are pleased with the results and are considering rolling the service out to other Local Authorities.	
To review the Council Tax Support Scheme	Council Tax Support Task and Finish Group established, consisting of Cllrs M.D. Smith, Mrs D.B. Bedford (Chairman of the Group), A.H. Crawford, Veronica Graham-Green, Mara Makunura and M.J. Roberts.	June 2020 – January 2021	<p>The arrangements for the Council Tax Support Group would continue with the same membership being appointed for the 2020/21 Municipal Year.</p> <p>At its meeting held in October, 2020 the Group agreed to recommend that:</p> <ul style="list-style-type: none"> <li>• the Council Tax Support (CTS) Scheme will remain the same for 2020/21. However, the impacts of COVID-19 on CTS will remain under review.</li> <li>• The Council should lobby Government to continue funding the Council Tax Hardship Grant</li> <li>• The unspent COVID-19 Council Tax Hardship Fund could be added to the existing Exceptional Hardship Fund pot</li> </ul> <p>The Cabinet, at its meeting on 8th December, 2020, agreed the recommendations.</p>	Green

ISSUE (PURPOSE OF REVIEW)	TASK AND FINISH GROUP (MEMBERSHIP 2020/21)	TIMETABLE	CURRENT WORK	STATUS
			<p>The Council confirmed the CTS for 2021/22 on 25th February, 2021. Council Tax bills had been prepared ready for dispatched on 11th March, specific information would be included to how to access further help in the event of difficulties.</p>	
Educational Improvement	<p>A Task and Finish Group has been set up consisting of:</p> <p>The Chairman (Cllr M.D. Smith), and Cllrs Gaynor Austin, Sue Carter, Mara Makunura, Nadia Martin and S.J. Masterson.</p>	2020/21	<p>The last meeting was held on 10th February, 2020 following the release of the KS4 results. The County Council Executive Member for Education and Skills was present at the meeting and agreed to provide additional information on the performance of service children in the borough and information and guidance on appointment of governors.</p> <p>At its meeting on 23rd February, 2021 the County Council Portfolio Holder for education and Skills (Cllr Roz Chadd) gave an update on education in Hampshire and how the current arrangements were working. In terms of attendance Hampshire schools were doing comparatively well and the systems for remote learning seemed to be effective. Among the areas being monitored closely were the</p>	Amber

ISSUE (PURPOSE OF REVIEW)	TASK AND FINISH GROUP (MEMBERSHIP 2020/21)	TIMETABLE	CURRENT WORK	STATUS
			<p>mental health of staff and children the arrangements for testing and support services for schools. One school was trialling saliva tests and this was likely to be extended to other schools.</p> <p>A further meeting of the Group would be held in summer 2021.</p>	
Highways Agency Task and Finish Group	<p>A Task and Finish Group has been set up consisting of:</p> <p>The Vice-Chairman (Cllr Veronica Graham-Green) and Cllrs Gaynor Austin, A.K. Chowdhury, Christine Guinness, L. Jeffers, S.J. Masterson and C.J. Stewart</p>	2020/21	<p>The first meeting was held on 12th August, 2020, which provided an overview on the current working arrangements and next steps. A further meeting will be arranged with representatives from Hampshire County Council (HCC) to discuss working arrangements, following which there is likely to be a further meeting where the Group will be asked to consider proposed changes to those arrangements.</p> <p>A briefing paper had been prepared for the proposed meeting with HCC representatives and a meeting will be convened at the earliest possible date in the New Municipal Year.</p>	Green



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

ISSUE	TIMETABLE	CURRENT WORK	STATUS
To review the Council's approach to investment in commercial properties, including an assessment of the opportunities taken and the outcomes.	2020/21	<p>In May, 2019 a report was presented to the Committee which set out a review of commercial property investments. An independent external review has been undertaken of the property portfolio.</p> <p>At its meeting in October, 2020 the Committee received a presentation on the Council's Property Investment Portfolio, this covered working arrangements, the Property Investment Strategy and the Q2 monitoring of the current portfolio.</p>	Green
Town Centre Markets and Car Boots	2020/21	<p>A workshop was held on 10th August, 2020 at which a brainstorming exercise was carried out on how to achieve better sustainability for markets and car boots going forward. Members were asked to consider a number of questions and agreed that the provision of markets and car boots in the town centres should continue. A number of ideas to make improvements to the offer and arrangements have been put forward.</p> <p>The Cabinet Member was being consulted on the future provision of car boots and markets in the town centres and the comments of the Committee will be taken into account a part of these discussions.</p>	Green
Safer North Hampshire and Policing Matters	2020/21	At its meeting in September, 2020 representatives from the Hampshire Police and Safer North Hampshire teams gave an update on current issues and addressed a number of specific queries raised by Members.	Green
Aldershot Town Football Club/The Shots Trust	2020/21	At its meeting in September, 2020 the Aldershot Football Club Supporters Trust (The Shots Trust) gave representations on issues relating to the	Green

		<p>Football Club, these included the conclusion of the new lease, the engagement approach between the Club and its supporters and future options for the running of the Club.</p> <p>The representations were noted and relayed to the Major Projects and Property Portfolio Holder for consideration.</p> <p>At the meeting on 4th February, 2021, the Chairman of the Football Club provided the Committee with a response to the representations made by The Shot Trust. An update on current operations was also provided.</p>	
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## OVERVIEW AND SCRUTINY COMMITTEE

### WORK FLOW – DECEMBER 2020- MARCH 2021

DATE	ITEMS
25th March, 2021	Air Pollution Review Housing Options Report Review of Champion Activities
Potential Future Items for Committee	Review of Rents in Council owned buildings Income Generation – Impacts of C-19 Major community support organisations - Rushmoor Voluntary Services and Citizens' Advice Healthy Weights Programme – Update Q4 Performance Monitoring – 10th June, 2021 ICE Programme Quarterly Monitoring Hampshire Fire and Rescue Service RDP and RHL reporting

## OVERVIEW AND SCRUTINY COMMITTEE

### Progress Meetings 2020/21

(Circulate the Cabinet Forward Plan, the Committee Work Plan and notes of the previous Committee meeting to each meeting of the Progress Group)

DATE	NOTES/ACTIONS	OUTCOMES
7th January, 2021	Farnborough Airport Fund – Report	<p>The Group reviewed the report and queried the following:</p> <ul style="list-style-type: none"> <li>• Was there a time limit on the funds? - <b>No, the fund carries over from one year to the next</b></li> <li>• Are the joint arrangements expected to remain the same moving forward? - <b>Yes but, as related to aircraft movements the fund will be reduced until the number of flights increase to previous levels</b></li> </ul> <p>A response would be sought and reported back to the next Progress Group.</p>
25th February, 2021	Housing Options Report	Impacts on residents from C-19, housing stock issues and waiting list length
Items for Future Progress Meetings	<ul style="list-style-type: none"> <li>• Revenue Protection and Debt Collection Procedures</li> </ul>	