

# 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 2021/22)</b>	<b>TIMETABLE</b>	<b>CURRENT WORK</b>	<b>STATUS</b>
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		
To review the Council Tax Support Scheme	Council Tax Support Task and Finish Group established, consisting of:  Cllrs. D.B. Bedford, J.B. Canty, Christine Guinness, Lee Jeffers, M.J. Roberts and M.D. Smith			

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>The first meeting of the Group in the 2021/2 Municipal Year 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>Cllrs. Gaynor Austin, Jib Belbase, P.J. Cullum, K. Dibble, Lee Jeffers and S.J. Masterson</p>	2021/22	<p>A meeting will be arranged early in the 2021/22 Municipal Year 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>This will conclude the work of this Group.</p>	

**(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

### WORKFLOW – JUNE 2021- APRIL 2022

DATE	ITEMS
22nd July 2021	<ul style="list-style-type: none"><li>• Police/Safer North Hampshire</li><li>• Pay Policy Statement</li></ul>
24 August 2021 (new date)	<ul style="list-style-type: none"><li>• Food waste Service - Education and Comms Plan</li></ul>
21st October 2021	<ul style="list-style-type: none"><li>•</li></ul>
9th December 2021	<ul style="list-style-type: none"><li>•</li></ul>
17th February 2022	<ul style="list-style-type: none"><li>•</li></ul>
7th April 2022	<ul style="list-style-type: none"><li>•</li></ul>
Potential Future Items for Committee	<ul style="list-style-type: none"><li>• Enforcement of C19 Rules and Regulations – September?</li><li>• Food Hub/Network – linked with Supporting Communities Strategy</li><li>• Major community support organisations - Rushmoor Voluntary Services and Citizens' Advice – Autumn</li></ul>

## 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
23 June 2021	Police/Safer North Hampshire (July)	Request for attendance at 22nd July meeting, to provide: <ul style="list-style-type: none"> <li>• Police – general update</li> <li>• Impacts of the pandemic</li> <li>• Update from SNH team</li> </ul>
	Food waste Service – Education/Comms Plan (July)	Request for specific topic items from Members in advance.
	Enforcement of C19 Rules & Regs (September)	Request for attendance at 22nd July meeting
	Food Hub/Network	Presentation on: <ul style="list-style-type: none"> <li>• Difficulties faced by the Team (Colin Alborough) and how they have been overcome.</li> <li>• Work with Businesses &amp; Organisations on C19 secure measures</li> <li>• Encouragement work on vaccine uptake</li> </ul>
5 August 2021		
30 September 2021		
4 November 2021		
13 January 2022		
10 March 2022		

Last Updated 13/07/2021



Items for Future Progress Meetings		<ul style="list-style-type: none"><li>• Revenue Protection and Debt Collection Procedures</li></ul>	
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