

**OVERVIEW AND SCRUTINY COMMITTEE WORK PROGRAMME - November 2023**

| <b>Report Title</b>   | <b>Outline/Reason for Report/Comments</b>   | <b>Meeting Due Date</b> | <b>Original Due Date</b> | <b>Resources Required</b>                                | <b>Service</b> | <b>*This item may contain Exempt information</b> |
|---|---|-------------------------|--------------------------|--|----------------|--|
| Butterwood Homes Scrutiny Panel Report  | To receive a report from the Scrutiny Panel on Butterwood Homes   | 17 Oct 2023             | 19 Sep 2023              | Member Report  |                |  |
| Conservation Area Appraisal Task and Finish Group   | To update the committee on the actions following the Conservation Area Appraisal Task and Finish Group  | 17 Oct 2023             |                          | Within existing resources                                |                |  |
| Q2 Budget monitoring report and forecast outturn for 2023/24 – incorporating treasury activity. | Q2 Budget monitoring report and forecast outturn for 2023/24 – the latest projections of expenditure and income, including capital, for 2023/24 for review including of any action necessary. Report to include treasury activity and adherence to approved policy. | 17 Oct 2023             |                          | Staff time to prepare report and monitor during the year | Finance        |  |
| Supplementary Planning Document - Viability appraisals for new developments                     | To provide an update on the draft document following public consultation, prior to consideration by Cabinet.  | 17 Oct 2023             |                          | In the 2023/24 Service plan within existing resources    | Place Services |  |
| Feedback from Service Panel members   | To receive feedback from Members on the Service Panels- Community & Place   | 17 Oct 2023             |                          | Set out in Service Plans                                 | All            |  |

| Report Title   | Outline/Reason for Report/Comments   | Meeting Due Date | Original Due Date | Resources Required                                     | Contact            | *This item may contain Exempt information |
|--|--|------------------|-------------------|--|--------------------|---|
| Supplementary Planning Document- Cycle and Car Parking in new developments | To provide an update on the draft document following public consultation, prior to consideration by Cabinet  | 14 Nov 2023      | 17 Oct 2023       | In the 2023/24 Service plan within existing resources  |                    | Place Services                            |
| CCTV Task and Finish Group   | To report back on the findings of the Task and Finish Group.   | 14 Nov 2023      | 17 Oct 2023       | Participation by Safer Communities Manager             |                    |   |
| Feedback from Service Panel members  | To receive feedback from Members on the Service Panels – Corporate   | 14 Nov 2023      | 17 Oct 2023       | Set out in Service Plans                               | All                |   |
| Local Cycling and Walking Infrastructure Plan (LCWIP)                      | To provide an update on the draft LCWIP following public consultation prior to consideration by Cabinet.   | 14 Nov 2023      |                   | In the 2023/24 Service Plan, within existing resources | Place Services     |   |
| Presentation by Core Grant Recipients                                      | Members to receive a short presentation from core grant recipients outlining the impact the core grant has had on their organisation- Citizens Advice Bureau | 14 Nov 2023      |                   | External Provider presentation                         | Community Services |   |
| Outcome of Trial of New Parking Machines                                   | To review the trial of the new machine, and consider future options for their use.   | 14 Nov 2023      |                   | Within existing staff resources                        | Community Services |   |

| <b>Report Title</b>   | <b>Outline/Reason for Report/Comments</b>  | <b>Meeting Due Date</b> | <b>Original Due Date</b> | <b>Resources Required</b>                              | <b>Contact</b>     | <b>*This item may contain Exempt information</b> |
|---|--|-------------------------|--------------------------|--|--------------------|--|
| Settlement Capacity & Intensification Study   | To provide an update on the Settlement Capacity & Intensification Study and seek views of the Overview & Scrutiny Committee prior to its consideration by Cabinet. | 14 Nov 2023             |                          | In the 2023/24 Service Plan, within existing resources | Place Services     |  |
| Planning Local Enforcement Plan   | To provide an update on the draft Planning Local Enforcement Plan prior to its consideration by Cabinet.   | 14 Nov 2023             |                          | In the 2023/24 Service Plan, Within existing resources | Place Services     |  |
| Medium Term Financial Strategy Mid Term Review and Headline Budget Strategy for 2024/25 | To note emerging pressures on the Council's finances and agree a budget strategy for the coming year and consider changes to the MTFS                              | 14 Nov 2023             |                          | Staff time to prepare and monitor during the year      | Finance            |  |
| Multi Agency Flood Forum  | Feedback from the Multi Agency Flood Forum meeting   | 14 Nov 2023             |                          |  | Place Services     |  |
| Review of CCTV Provision  | To review the first six months of operation of the CCTV provision from Runnymede   | 19 Dec 2023             |                          | Within existing staff resources                        | Community Services |  |
| Authority Monitoring Report (AMR)   | To consider the draft Authority Monitoring Report for 2022/23 prior to its completion and publication.   | 19 Dec 2023             |                          | Within existing staff resources                        | Place Services     |  |
| Feedback from Service Panel members   | To receive feedback from Members on the Service Panels   | 16 Jan 2024             |                          | Set out in Service Plans                               | All                |  |

| Report Title  | Outline/Reason for Report/Comments  | Meeting Due Date | Original Due Date | Resources Required   | Contact            | *This item may contain Exempt information |
|---|---|------------------|-------------------|--|--------------------|---|
| Draft Budget 2024/25  | To consider and pass comments to Cabinet, the revenue and capital budget for 2024/25 including revised Medium Term Financial Strategy and any proposed changes to council tax discretions               | 16 Jan 2024      |                   | Significant staff resource in Finance and Service teams Within existing staff resource | Finance            |   |
| Treasury Management Policy and Capital Strategy annual statutory review                         | To consider and pass comments to Cabinet on the revised Treasury Management Policy including Investment Strategy, prudential indicators and Capita Strategy, having regard to O&S comments              | 16 Jan 2024      |                   | Staff time and external advisors within existing staff resource                        | Finance            |   |
| Q3 Budget monitoring report and forecast outturn for 2023/24 - incorporating treasury activity. | To consider the latest projections of expenditure and income, including capital, for 2023/24 for review and any action necessary. Report to include treasury activity and adherence to approved policy. | 20 Feb 2024      |                   | Staff time to prepare report and monitor during the year                               | Finance            |   |
| Presentation by Core Grant Recipients   | Members to receive a short presentation from core grant recipients outlining the impact the core grant has had on their organisation - Hart Voluntary Action  | 20 Feb 2024      |                   | External Partner presentation  | Community Services |   |

| <b>Report Title</b>  | <b>Outline/Reason for Report/Comments</b>  | <b>Meeting Due Date</b> | <b>Original Due Date</b> | <b>Resources Required</b>       | <b>Contact</b>     | <b>*This item may contain Exempt information</b> |
|--|--|-------------------------|--------------------------|---------------------------------|--------------------|--|
| Draft Service Plans 2024/25  | To review and approve draft service plans for 2024/25 and pass comments to Cabinet   | 19 Mar 2024             |                          | Within existing staff resources | All                |  |
| Presentation by Core Grant Recipients                              | Members to receive a short presentation from core grant recipients outlining the impact the core grant has had on their organisation - Hampshire Inclusion | 19 Mar 2024             |                          | External Partner presentation   | Community Services |  |
| Half-yearly Complaints Analysis                                    | To analyse and review the number and type of complaints received by the Council for the previous period.   | 16 Apr 2024             |                          | Within existing staff resources | Corporate Services |  |
| Feedback from Councillor Representatives on External Organisations | To review the work of members on External Organisation Committees  | 16 Apr 2024             |                          | None                            |                    |  |
| Corporate Risk Register (Half-yearly Review)                       | To review the Corporate Risk Register and pass any comments to Cabinet.  | 16 Apr 2024             |                          | Within existing staff resources | Finance            |  |
| Feedback from Service Panels                                       | To receive feedback from members on the Service Panels   | 16 Apr 2024             |                          | Set out in Service Plans        | All                |  |
| Overview and Scrutiny Chairman's Report                            | Report of the work completed by Overview and Scrutiny 2023/24  | 16 Apr 2024             |                          | None                            | Chief Executive    |  |

| <b>Report Title</b>  | <b>Outline/Reason for Report/Comments</b>  | <b>Meeting Due Date</b> | <b>Original Due Date</b> | <b>Resources Required</b>   | <b>Contact</b>     | <b>*This item may contain Exempt information</b> |
|--|--|-------------------------|--------------------------|-----------------------------|--------------------|--|
| Fly Tipping Task and Finish Group  | To report back on the findings of the Task and Finish Group.   |                         |                          | Staff time to support group |                    |  |
| Civic Regeneration Update  | To review the Civic Regeneration plans   |                         |                          | Unsure at this stage        |                    |  |
| Gypsy and Traveller Temporary Pitches Task and Finish Group  | To elect a Chairman and agree the terms of reference for the Task and Finish group   |                         |                          | Unsure at this stage        |                    |  |
| On Street Parking  | An invitation to be sent to representatives from Hampshire County Council to come to a future meeting to outline any changes to on-street parking enforcement provision in the District since the changeover |                         |                          | Unsure at this stage        |                    |  |
| Hampshire Waste Partnership  |  |                         |                          |                             | Corporate Services |  |
| A Review of the implementation of the peer review action plan and the impact it had on the development management performance within the Place Service |  |                         |                          |                             | Place Services     |  |