

OVERVIEW AND SCRUTINY COMMITTEE WORK PROGRAMME – April 2024

Report Title	Outline/Reason for Report/Comments	Meeting Due Date	Original Due Date	Resources Required	Service	*This item may contain Exempt information
Gypsy and Traveller Temporary Pitches Task and Finish Group	To agree the terms of reference for the Task and Finish group	16 Apr 2024		Staff time to support group. Councillors to be appointed in New Municipal Year		
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 Service Panels	To receive feedback from members on the Community Service Panel	16 Apr 2024		Set out in Service Plans	All	
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	Corporate Services	
Feedback from Councillor Representatives on External Organisations	To review the work of members on External Organisation Committees	16 Apr 2024		None		
Overview and Scrutiny Committee Annual Report 2023/24	Report of the work completed by Overview and Scrutiny 2023/24	16 Apr 2024		None	Chief Executive	
Feedback from Service Panels	To receive feedback from members on the Corporate and Place Service Panels	11 Jun 2024		Set out in Service Plans	All	

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Climate Change Update	O&S to receive an update on progress against the Climate Change Action Plan & to make comments to Cabinet	11 Jun 2024			Corporate Services	
Multi-Agency Flood Forum	To receive the minutes of the most recent Multi-Agency Flood Forum meeting held on 26 March 2024	11 Jun 2024 (potential April 2024)		Staff time to support forum and write minutes	Place	
Fly Tipping Options Appraisal	To receive the fly tipping options appraisal from the Task and Finish Group and provide comments for consideration by Cabinet	9 July 2024		Within existing staff resources	Place	
UKSPF Mid-Year Monitoring Report	To receive a progress report on spending against approved funding allocations for the Community Hub and Youth provision UKSPF year 3 schemes	8 Oct 2024		Staff time from dedicated UKSPF project officer	Corporate Services	
Half-yearly Complaints Analysis	To analyse and review the number and type of complaints received by the Council for the previous period	8 Oct 2024		Within existing staff resources	Corporate Services	
Gypsy and Traveller Temporary Pitches Task and Finish Group	To report back on the findings of the Task and Finish Group	TBC		Staff time to support group		
Hampshire Waste Partnership		TBC				

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Proposed items to be added to Work Programme						
CCTV Review Action Plan Update	To review actions against targets set out in the CCTV Review Action Plan	11 Jun 2024		Within existing staff resources	Community Services	
Gypsy and Traveller Temporary Pitches Task and Finish Group	To appoint Members to the Gypsy and Traveller Temporary Pitches Task and Finish Group	11 Jun 2024		Staff time to support group		
Election of Members to Service Panels	To elect Members to the Service Panels	11 Jun 2024				
Budget outturn 2023/24	To note the final position against the revenue and capital budgets for the previous year, agree any actions necessary affecting reserves and note any carry forward requests	09 July 2024		Within existing staff resources	Corporate Services	
Treasury Management Outturn 2023/24	To note the activity under the treasury management strategy for the previous year, including adherence to prudential indicators and investment limits, and consider any changes to the strategy or criteria as necessary	09 July 2024		Within existing staff resources	Corporate Services	
Crime and Disorder Joint Committee Update	To receive feedback from members on the recent Crime and Disorder Joint Committee	09 Jul 2024				
Q1 Budget Monitoring Report and Forecast Outturn for 2024/25 –	To note the forecast outturn for the year against revenue and capital budgets using the latest actual position and	06 Aug 2024		Within existing staff resources	Corporate Services	

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incorporating Treasury Activity	assumptions based on best information, and consider any corrective action required. Note treasury activity to date in line with the approved policy.					
Local Government & Social Care Ombudsman – Annual Review Letter 2023/24	To review and note on the annual report of the Local Government Ombudsman for 2023/24.	06 Aug 2024		Within existing staff resources	Corporate Services	
Corporate Risk Register (Half-yearly review)	To review the Corporate Risk Register and pass any comments to Cabinet	08 Oct 2024		Within existing staff resources	Corporate Services	
Half-yearly Complaints Analysis	To analyse and review the number and type of complaints received by the Council for the previous period	08 Oct 2024		Within existing staff resources	Corporate Services	
Budget Monitoring Report and Forecast Outturn for 2024/25 – incorporating Treasury Activity	Budget monitoring report and forecast outturn for 2024/25 – the latest projections of expenditure and income, including capital, for 2024/25 for review including of any action necessary. Report to include treasury activity and adherence to approved policy.	08 Oct 2024		Within existing staff resources	Corporate Services	
Feedback from Service Panels	To receive feedback from members on the Community Service Panel	08 Oct 2024		Set out in Service Plans	All	
MTFS emerging pressures and budget strategy	To note emerging pressures on the Council’s finances, agree a budget strategy for the forthcoming year and	12 Nov 2024		Within existing staff resources	Corporate Services	

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	consider any changes to the Medium - Term Financial Strategy					
Butterwood Homes Scrutiny Panel Report	To receive a report from the Scrutiny Panel on Butterwood Homes	12 Nov 2024				
Feedback from Service Panels	To receive feedback from members on the Place and Corporate Service Panels	12 Nov 2024		Set out in Service Plans	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.	12 Nov 2024				
Multi-Agency Flood Forum	To receive the minutes of the most recent Multi-Agency Flood Forum meeting held in September 2024 (date tbc)	12 Nov 2024 TBC		Staff time to support forum and write minutes	Place Services	
Climate Change Update	To receive an update on progress against the Climate Change Action Plan & to make comments to Cabinet	12 Dec 2024		Within existing staff resources	Corporate Services	
Authority Monitoring Report 2023/24	To consider the draft Authority Monitoring Report for 2023/24	12 Dec 2024		Within existing staff resources	Corporate Services	
Draft Budget 2025/26 and Medium-Term Financial Strategy	To consider and pass comments to Cabinet on the revenue and capital budget for 2025/26 including the revised Medium Term Financial Strategy.	14 Jan 2025		Within existing staff resources	Corporate Services	
Draft Treasury Management Strategy,	To consider and pass comments to Cabinet on the revised Treasury	14 Jan 2025		Within existing staff resources	Corporate Services	

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Annual Investment Strategy and Capital Strategy	Management Policy including Investment Strategy, prudential indicators and Capital Strategy.					
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.	14 Jan 2025				
Budget Monitoring Report and Forecast Outturn for 2024/25 – incorporating Treasury Activity	To note the forecast outturn for the year against revenue and capital budgets using the latest actual position and assumptions based on best information, and consider any corrective action required. Note treasury activity to date in line with the approved policy	10 Feb 2025		Within existing staff resources	Corporate Services	
Feedback from Service Panels	To receive feedback from members on the Service Panels	10 Feb 2025		Set out in Service Plans	All	
Draft Service Plans	To consider draft service plans for 2025/26.	11 Mar 2025		Within existing staff resources	All	
Local Plan Assessment	Members to receive an assessment of whether the adopted Local Plan needs updating	11 Mar 2025		Within existing staff resources	Place Services	
Half-yearly Complaints Analysis	To analyse and review the number and type of complaints received by the Council for the previous period	8 Apr 2025		Within existing staff resources	Corporate Services	

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Feedback from Service Panels	To receive feedback from members on the Service Panels	8 Apr 2025		Set out in Service Plans	All	
Corporate Risk Register (Half-yearly review)	To review the Corporate Risk Register and pass any comments to Cabinet	8 Apr 2025		Within existing staff resources	Corporate Services	
Feedback from Councillor Representatives on External Organisations	To review the work of members on External Organisation Committees	8 Apr 2025		None		
Overview and Scrutiny Committee Annual Report 2024/25	Report of the work completed by Overview and Scrutiny 2024/25	8 Apr 2025		None	Chief Executive	