



Hinckley & Bosworth
Borough Council

A Borough to be proud of

Overview and Scrutiny Work Programme 2016/2017 – 2017/2018

APRIL 2017

SCRUTINY COMMISSION

TIMETABLE

Date	Issue	Reason	Outcomes	Lead Officer	Supports corporate aims
24 April 2017	Parish & Community Initiative Fund	Annual report	Recommendations to SLB	Caroline Roffey	1, 2, 4
24 April 2017	Update on neighbourhood planning	Request of previous meeting	Follow up Council recommendation	Bill Cullen	1, 2
24 April 2017	Affordable housing – shared ownership and housing associations	Request of previous meeting	Awareness of on sale of affordable housing and breakdown of ownership of HAS	Sharon Stacey	1, 3, 4
24 April 2017	S106 contributions update	Annual update	Ensure money is being allocated and used	Nic Thomas	2
11 May 2017 (extraordinary meeting)	In-house streetscene services (Scrutiny review)	To review the in-house services provided by the council's streetscene services	Ensure value for money	Rebecca Owen	
15 June 2017	Update on car parking in Hinckley town centre, and car parks study	Request of Commission to follow up previous discussion	Ensure adequate provision and value for money	Caroline Roffey	1, 4
15 June 2017	Changes to parking Order	Scrutiny prior to Council decision	Recommendation to Council	Caroline Roffey	
15 June 2017	Community Safety Partnership	Six monthly update	Ensure effective operation of partnership and monitor local policing provision	Sharon Stacey	1, 3, 4
15 June 2017	Planning appeals update	Six monthly update	Monitor performance in relation to planning decisions	Nic Thomas	1
15 June 2017	Crematorium feasibility	Scrutiny prior to decision	Recommendation to Council	Caroline Roffey	
15 June 2017	Review of Constitution	Scrutiny of re-written Constitution prior to	Ensure governance arrangements are	Rebecca Owen	All

Date	Issue	Reason	Outcomes	Lead Officer	Supports corporate aims
		Council decision	robust and members understand the objectives and content		
10 August 2017	Air quality management	Request of Commission	Ensure monitoring of air quality	Simon Smith	1
10 August 2017	Special Expenses Area (Scrutiny review)	To review the role and purpose of the special expenses area and Hinckley Area Committee	Ensure the roles and responsibilities of the committee are appropriate		1, 2, 4
10 August 2017	Developing Communities Fund – allocation of grants	To review grant applications	Recommendation to Senior Leadership Team	Caroline Roffey	
23 November 2017	Affordable Housing delivery	Annual progress report	Monitor delivery of affordable housing	Nic Thomas	1, 3
23 November 2017	Libraries in Hinckley & Bosworth (scrutiny review)	Request of Commission to review library provision	Evaluate library provision across borough and support provided or required		1, 2

FINANCE & PERFORMANCE SCRUTINY

Date	Issue	Reason	Outcomes	Lead Officer	Supports corporate aims
3 April 2017	Revenue & capital outturn, 3 rd quarter	Monitor budgets and capital programme	Ensure effective use of resources	Ashley Wilson	All
3 April 2017	Aged debts, 3 rd quarter	Monitor levels of debt	Ensure recovery processes are robust	Ashley Wilson	4
3 April 2017	Business rates retention, 3 rd quarter	Monitor levels of retention and pooling arrangements	Ensure appropriate arrangements and value for money	Ashley Wilson	4
3 April 2017	Treasury management, 3 rd quarter	Inform of treasury management activity	Ensure compliance with policy	Ashley Wilson	4
3 April 2017	Performance & risk, 3 rd quarter	To monitor performance in-year	Identify improvements	Cal Bellavia	All
22 May 2017	Frontline service review – Planning	Programme of performance reviews	Monitor performance	Nic Thomas	All
22 May 2017	Performance & risk end of year 2016/17	To monitor performance	Identify improvements	Cal Bellavia	All
22 May 2017	Revenue & capital outturn 2016/17	Monitor budgets and capital programme	Ensure effective use of resources	Ashley Wilson	All
22 May 2017	Aged debts year end 2016/17	Monitor levels of debt	Ensure recovery processes are robust	Ashley Wilson	4
22 May 2017	Business rates retention year end 2016/17	Monitor levels of retention and pooling arrangements	Ensure appropriate arrangements and value for money	Ashley Wilson	4
22 May 2017	Treasury management outturn 2016/17	Inform of treasury management activity	Ensure compliance with policy	Ashley Wilson	4
22 May 2017	Contact centre – call waiting times (six month progress update)	Follow up as result of referral from Scrutiny Commission	Monitor performance	Julie Stay	All
24 July 2017	Frontline service review – Housing	Programme of performance reviews	Monitor performance	Sharon Stacey	All
24 July 2017	Performance & risk quarter 1 2017/18	To monitor performance in-year	Identify improvements	Cal Bellavia	All

Date	Issue	Reason	Outcomes	Lead Officer	Supports corporate aims
24 July 2017	Revenue & capital outturn quarter 1 2017/18	Monitor budgets and capital programme	Ensure effective use of resources	Ashley Wilson	All
24 July 2017	Aged debts quarter 1 2017/18	Monitor levels of debt	Ensure recovery processes are robust	Ashley Wilson	4
24 July 2017	Business rates retention quarter 1 2017/18	Monitor levels of retention and pooling arrangements	Ensure appropriate arrangements and value for money	Ashley Wilson	4
24 July 2017	Treasury management quarter 1 2017/18	Inform of treasury management activity	Ensure compliance with policy	Ashley Wilson	4
25 September 2017	Frontline service review – refuse & recycling	Programme of performance reviews	Monitor performance	Caroline Roffey	All
6 November 2017	Frontline service review – Environmental Health	Programme of performance reviews	Monitor performance	Rob Parkinson	All
6 November 2017	Performance & risk quarter 2 2017/18	To monitor performance in-year	Identify improvements	Cal Bellavia	All
6 November 2017	Revenue & capital outturn quarter 2 2017/18	Monitor budgets and capital programme	Ensure effective use of resources	Ashley Wilson	All
6 November 2017	Aged debts quarter 2 2017/18	Monitor levels of debt	Ensure recovery processes are robust	Ashley Wilson	4
6 November 2017	Business rates retention quarter 2 2017/18	Monitor levels of retention and pooling arrangements	Ensure appropriate arrangements and value for money	Ashley Wilson	4
6 November 2017	Treasury management quarter 2 2017/18	Inform of treasury management activity	Ensure compliance with policy	Ashley Wilson	4

To programme

Living / minimum wage (SC)
Housing & Planning Act (SC)

Key to corporate aims

1 – creating a vibrant place to work and live
2 – empowering communities

3 – supporting individuals

4 – providing value for money and pro-active services