



Hinckley & Bosworth  
Borough Council

*A Borough to be proud of*

# **Overview and Scrutiny Work Programme 2017/2018**

**JANUARY 2018**

## SCRUTINY COMMISSION

| Date            | Issue                              | Reason   | Outcomes   | Lead Officer       | Supports corporate aims |
|-----------------|------------------------------------|--|--|--------------------|-------------------------|
| 1 February 2018 | Budget (joint meeting with F&P)    | To scrutinise recommendations prior to deliberation by Council | Recommendations to Council   | Ashley Wilson      | All                     |
|                 | Untidy gardens                     | Request of Commission  | Awareness of tenancy management, conditions, powers                            | Maddy Shellard     | 1                       |
|                 | Off street parking places Order    |  |  |                    |                         |
|                 | Equalities monitoring              | Monitoring of the equalities action plan                       | Ensure compliance and progress   | Julie Kenny        | 1                       |
|                 | Pay policy statement               | Annual statement as required by regulations                    |  |                    |                         |
|                 |                                    |  |  |                    |                         |
| 22 March 2018   | Parish & Community Initiative Fund | Annual report  | Recommendations to SLB   | Caroline Roffey    | All                     |
|                 | Section 106 contributions update   | Annual update  | Ensure money is being allocated and used                                       | Nicola Smith       | All                     |
|                 | Affordable Housing delivery        | Annual progress report   | Monitor delivery of affordable housing   | Stephen Meynell    | 1, 3                    |
|                 | Universal credit                   | Information on UC rollout                                      | Awareness of challenges  | Sharon Stacey      | 1                       |
|                 | Communication Strategy             | Consultation prior to approval                                 | Support for strategy   | Jacqueline Puffett | All                     |
|                 | Car parks action plan              |  |  |                    |                         |
|                 |                                    |  |  |                    |                         |
| 24 May 2018     | Planning appeals update            | Six monthly update   | Monitor performance in relation to planning decisions                          | Nicola Smith       | 3                       |
|                 |                                    |  |  |                    |                         |
| 19 July 2018    | Community Safety Partnership       | Six monthly update   | Ensure effective operation of partnership and monitor local policing provision | Sharon Stacey      | 1, 2                    |

| Date              | Issue                   | Reason             | Outcomes  | Lead Officer | Supports corporate aims |
|-------------------|-------------------------|--------------------|---|--------------|-------------------------|
| 13 September 2018 | Air quality management  | Annual update      | Monitor air quality in the borough                    | Simon Smith  | 1, 2                    |
| 8 November 2018   | Planning appeals update | Six monthly update | Monitor performance in relation to planning decisions | Nicola Smith | 3                       |
|                   | Together for Tenants    | Update             | Information   |              | 1                       |

## FINANCE & PERFORMANCE SCRUTINY

| Date            | Issue   | Reason   | Outcomes  | Lead Officer  | Supports corporate aims |
|-----------------|---|--|---|---------------|-------------------------|
| 29 January 2018 | Frontline service review – Environmental Health | Programme of performance reviews                     | Monitor performance                                 | Rob Parkinson | All                     |
|                 | Performance & risk quarter 2 2017/18            | To monitor performance in-year                       | Identify improvements                               | Cal Bellavia  | All                     |
|                 | Treasury management quarter 2 2017/18           | Inform of treasury management activity               | Ensure compliance with policy                       | Ashley Wilson | 3                       |
|                 | Business rates retention quarter 2 2017/18      | Monitor levels of retention and pooling arrangements | Ensure appropriate arrangements and value for money | Ashley Wilson | 3                       |
|                 | Aged debts quarter 3 2017/18                    | Monitor levels of debt                               | Ensure recovery processes are robust                | Ashley Wilson | 3                       |
| 12 March 2018   | Performance & risk quarter 3 2017/18            | To monitor performance in-year                       | Identify improvements                               | Cal Bellavia  | All                     |
|                 | Business rates retention quarter 3 2017/18      | Monitor levels of retention and pooling arrangements | Ensure appropriate arrangements and value for money | Ashley Wilson | 3                       |
|                 | Aged debts quarter 3 2017/18                    | Monitor levels of debt                               | Ensure recovery processes are robust                | Ashley Wilson | 3                       |

| Date              | Issue                                       | Reason   | Outcomes  | Lead Officer  | Supports corporate aims |
|-------------------|---|--|---|---------------|-------------------------|
| 21 May 2018       | Aged debts quarter 4 2017/18                | Monitor levels of debt                               | Ensure recovery processes are robust                | Ashley Wilson | 3                       |
|                   | Treasury management quarter 4 2017/18       | Inform of treasury management activity               | Ensure compliance with policy                       | Ashley Wilson | 3                       |
|                   | Revenue & capital outturn quarter 4         | Monitor budgets and capital programme                | Ensure effective use of resources                   | Ashley Wilson | 3                       |
| 16 July 2018      | Performance & risk year end 2017/18         | To monitor performance in-year                       | Identify improvements                               | Cal Bellavia  | All                     |
|                   | Business rates retention quarter 4 2017/18  | Monitor levels of retention and pooling arrangements | Ensure appropriate arrangements and value for money | Ashley Wilson | 3                       |
|                   | Aged debts quarter 1 2018/19                | Monitor levels of debt                               | Ensure recovery processes are robust                | Ashley Wilson | 3                       |
|                   | Treasury management quarter 1 2018/19       | Inform of treasury management activity               | Ensure compliance with policy                       | Ashley Wilson | 3                       |
| 10 September 2018 | Revenue & capital outturn quarter 1 2018/19 | Monitor budgets and capital programme                | Ensure effective use of resources                   | Ashley Wilson | 3                       |
|                   | Performance & risk quarter 1 2018/19        | To monitor performance in-year                       | Identify improvements                               | Cal Bellavia  | All                     |
|                   | Business rates retention quarter 1 2018/19  | Monitor levels of retention and pooling arrangements | Ensure appropriate arrangements and value for money | Ashley Wilson | 3                       |
| 5 November 2018   | Revenue & capital outturn quarter 2 2018/19 | Monitor budgets and capital programme                | Ensure effective use of resources                   | Ashley Wilson | All                     |
|                   | Aged debts quarter 2 2018/19                | Monitor levels of debt                               | Ensure recovery processes are robust                | Ashley Wilson | 3                       |
|                   | Business rates retention quarter 2 2018/19  | Monitor levels of retention and pooling arrangements | Ensure appropriate arrangements and value for money | Ashley Wilson | 3                       |

To programme

Living / minimum wage (SC)  
Standard of housing in the borough (SC)  
Flytipping (SC)  
Fleet procurement (SC)  
Frontline service reviews for 2018/19 (F&P)

Key to corporate aims

- 1 – People
- 2 – Places
- 3 – Prosperity