



Hinckley & Bosworth  
Borough Council

*A Borough to be proud of*

# **Overview and Scrutiny Work Programme 2016-2017**

**DECEMBER 2016**

## SCRUTINY COMMISSION

### TIMETABLE

Date	Issue	Reason	Outcomes	Lead Officer	Supports corporate aims
8 December 2016	Presentation from Together for Tenants				
8 December 2016	Update on credit union	Request of Commission	Monitor success and ensure progress	Edwina Grant	3
8 December 2016	Affordable Housing delivery update	Update on delivery against requirements	Information	Nic Thomas	1, 3
8 December 2016	Update on regeneration projects	Request of Commission	Monitor progress	Nic Thomas	1
8 December 2016	Environmental enforcement policy and procedures	Comment prior to Council decision	Make recommendation to Council	Caroline Roffey	1, 2, 4
8 December 2016	Corporate equalities – update on action plan and changing focus of group	To inform of actions of the Steering Group	Support for delivery of Equality Policy	Steve Atkinson	2, 3
8 December 2016	Feedback from peer review	Request of Chairman	Consider actions	Steve Atkinson	All
8 December 2016	Local Council Tax Support scheme	To inform of changes	Information	Steve Atkinson	3, 4
8 December 2016	Capacity pressures	Comment prior to Council decision	Make recommendation to Council	Sharon Stacey	All
9 February 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
9 February 2017	Burials (Scrutiny review), and crematorium feasibility	Request of Commission	Ensure future provision	Caroline Roffey	3
9 February 2017	Corporate Plan	Consider priority setting and inform council decision	Recommendation to Council	Julie Kenny	All
9 February 2017	S106 contributions update	Annual update	Ensure money is being allocated and used	Nic Thomas	2
9 February 2017	Housing & Planning Act	Request of Commission	Briefing on regulations of Housing & Planning	Sharon Stacey	All

<b>Date</b>	<b>Issue</b>	<b>Reason</b>	<b>Outcomes</b>	<b>Lead Officer</b>	<b>Supports corporate aims</b>
			Act and implications for HBBC		
20 April 2017	Parish & Community Initiative Fund	Annual report	Recommendations to SLB	Caroline Roffey	1, 2, 4
20 April 2017	Update on neighbourhood planning	Request of previous meeting	Follow up Council recommendation	Bill Cullen	1, 2
20 April 2017	Air quality management				
15 June 2017					
10 August 2017					
5 October 2017	Planning appeals update	Six monthly update	Monitor performance in relation to planning decisions	Nic Thomas	1
23 November 2017	Affordable Housing delivery	Annual progress report	Monitor delivery of affordable housing	Nic Thomas	1, 3

## FINANCE & PERFORMANCE SCRUTINY

Date	Issue	Reason	Outcomes	Lead Officer	Supports corporate aims
21 November 2016	Revenue & capital outturn, 2 <sup>nd</sup> quarter	Monitor budgets and capital programme	Ensure effective use of resources	Ashley Wilson	All
21 November 2016	Performance & risk update, 2 <sup>nd</sup> quarter	To monitor performance in-year	Identify improvements	Cal Bellavia	All
21 November 2016	Aged debts, 2 <sup>nd</sup> quarter	Monitor levels of debt	Ensure recovery processes are robust	Ashley Wilson	4
21 November 2016	Business rates retention, 2 <sup>nd</sup> quarter	Monitor levels of retention and pooling arrangements	Ensure appropriate arrangements and value for money	Ashley Wilson	4
21 November 2016	Treasury management, 2 <sup>nd</sup> quarter	Inform of treasury management activity	Ensure compliance with policy	Ashley Wilson	4
21 November 2016	Frontline service review – Environmental Health	Programme of performance reviews	Monitor performance	Rob Parkinson	All
30 January 2017	Budget (joint with Scrutiny Commission)	To scrutinise budget proposals prior to Council decision	Ensure value for money	Ashley Wilson	4
30 January 2017	Frontline service review – Housing	Programme of performance reviews	Monitor performance	Sharon Stacey	All
30 January 2017	Industrial units – performance monitoring	Request of F&P	Monitor performance	Malcolm Evans	1, 4
3 April 2017	Revenue & capital outturn, 3 <sup>rd</sup> quarter	Monitor budgets and capital programme	Ensure effective use of resources	Ashley Wilson	All
3 April 2017	Aged debts, 3 <sup>rd</sup> quarter	Monitor levels of debt	Ensure recovery processes are robust	Ashley Wilson	4
3 April 2017	Business rates retention, 3 <sup>rd</sup> quarter	Monitor levels of retention and pooling arrangements	Ensure appropriate arrangements and value for money	Ashley Wilson	4
3 April 2017	Treasury management, 3 <sup>rd</sup> quarter	Inform of treasury management activity	Ensure compliance with policy	Ashley Wilson	4
3 April 2017	Performance & risk, 3 <sup>rd</sup> quarter	To monitor performance in-year	Identify improvements	Cal Bellavia	All

<b>Date</b>	<b>Issue</b>	<b>Reason</b>	<b>Outcomes</b>	<b>Lead Officer</b>	<b>Supports corporate aims</b>
3 April 2017	Frontline service review – Planning	Programme of performance reviews	Monitor performance	Nic Thomas	All
3 April 2017	Contact centre – call waiting times (six month progress update)	Follow up as result of referral from Scrutiny Commission	Monitor performance	Julie Stay	All
25 May 2017	Frontline service review – refuse & recycling	Programme of performance reviews	Monitor performance	Caroline Roffey	All
25 May 2017	Performance & risk end of year 2016/17	To monitor performance	Identify improvements	Cal Bellavia	All
25 May 2017	Revenue & capital outturn 2016/17	Monitor budgets and capital programme	Ensure effective use of resources	Ashley Wilson	All
25 May 2017	Aged debts year end 2016/17	Monitor levels of debt	Ensure recovery processes are robust	Ashley Wilson	4
25 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
25 May 2017	Treasury management outturn 2016/17	Inform of treasury management activity	Ensure compliance with policy	Ashley Wilson	4
24 July 2017	Performance & risk quarter 1 2017/18	To monitor performance in-year	Identify improvements	Cal Bellavia	All
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?				
6 November 2017	Frontline service review –	Programme of	Monitor performance	Rob	All

<b>Date</b>	<b>Issue</b>	<b>Reason</b>	<b>Outcomes</b>	<b>Lead Officer</b>	<b>Supports corporate aims</b>
	Environmental Health	performance reviews		Parkinson	
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)

Libraries (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