



Hinckley & Bosworth
Borough Council

A Borough to be proud of

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

FEBRUARY 2017

SCRUTINY COMMISSION

TIMETABLE

Date	Issue	Reason	Outcomes	Lead Officer	Supports corporate aims
8 February 2017	Update from CCG on Hinckley health care review	Update	Monitor progress of review and make representations as appropriate	Edwina Grant	1, 2, 3
8 February 2017	Burials (Scrutiny review)	Request of Commission	Ensure future provision	Caroline Roffey	3
8 February 2017	Implementing the Developing Communities Fund	Consideration prior to Council decision	To scrutinise the processes associated with the DCF	Caroline Roffey	1, 2
8 February 2017	Corporate Plan	Consider priority setting and inform council decision	Recommendation to Council	Julie Kenny	All
8 February 2017	HEDNA & statement of cooperation	To scrutinise document		Nic Thomas	1
8 February 2017	Pay policy statement 2017/18	Scrutiny prior to Council decision	Recommendation to Council	Julie Stay	3
24 April 2017	Refuse collection service (scrutiny review)	15 years since bringing refuse collection in house	Ensure value for money	Caroline Roffey	4
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
24 April 2017	Update on car parking in Hinckley town centre, and car	Request of Commission to follow up previous	Ensure adequate provision and value for	Caroline Roffey	1, 4

Date	Issue	Reason	Outcomes	Lead Officer	Supports corporate aims
	parks study	discussion	money		
24 April 2017	In-house services (value for money)	Scrutiny prior to Council decision	Recommendation to Council	Caroline Roffey	1, 4
24 April 2017	Review of Constitution	Scrutiny of re-written Constitution prior to Council decision	Ensure governance arrangements are robust and members understand the objectives and content	Rebecca Owen	All
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
10 August 2017	Air quality management			Simon Smith	1
	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
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
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	Industrial units – performance monitoring	Request of F&P	Monitor performance	Malcolm Evans	1, 4
30 January 2017	Council tax and business rate write-offs	Scrutiny prior to Executive decision	Monitor amounts written off and challenge reasons	Ashley Wilson	4
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
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
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	Monitor levels of	Ensure appropriate	Ashley	4

Date	Issue	Reason	Outcomes	Lead Officer	Supports corporate aims
	2016/17	retention and pooling arrangements	arrangements and value for money	Wilson	
22 May 2017	Treasury management outturn 2016/17	Inform of treasury management activity	Ensure compliance with policy	Ashley Wilson	4
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
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