



Hinckley & Bosworth
Borough Council

A Borough to be proud of

Overview and Scrutiny Work Programme 2017/2018

AUGUST 2017

SCRUTINY COMMISSION

Date	Issue	Reason	Outcomes	Lead Officer	Supports corporate aims
10 August 2017	Air quality management	Request of Commission	Ensure monitoring of air quality	Simon Smith	1, 2
10 August 2017	Developing Communities Fund – allocation of grants	To review grant applications	Recommendation to Senior Leadership Team	Caroline Roffey	2, 3
10 August 2017	Environmental Improvement Programme	Inform Commission of schemes supported	Information	Nic Thomas	2
10 August 2017	Resident Satisfaction Survey	Monitor performance	To inform work programme	Cal Bellavia	All
10 August 2017	Fire Safety Management in Council Dwellings			Sharon Stacey	1, 2
5 October 2017	Communication Strategy			Jacqueline Puffett	All
5 October 2017	Libraries in Hinckley & Bosworth (scrutiny review)	Request of Commission to review library provision	Evaluate library provision across borough and support provided or required		2
5 October 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	2
5 October 2017	Changes to parking Order	Scrutiny prior to Council decision	Recommendation to Council	Caroline Roffey	2
5 October 2017	Draft Strategic Growth Plan and Memorandum of Understanding			Nic Thomas	
5 October 2017	Local Plan – issues and options consultation			Nic Thomas	
5 October 2017	Recommendations of the Independent Remuneration Panel on Members' Allowances	Scrutiny prior to Council decision	Recommendation to Council	Rebecca Owen	All
5 October 2017	Special Expenses Area (Scrutiny review)	To review the role and purpose of the special	Ensure the roles and responsibilities of the	Julie Kenny	2

Date	Issue	Reason	Outcomes	Lead Officer	Supports corporate aims
		expenses area and Hinckley Area Committee	committee are appropriate		
23 November 2017	Affordable Housing delivery	Annual progress report	Monitor delivery of affordable housing	Nic Thomas	1, 3
23 November 2017	Planning appeals update	Six monthly update	Monitor performance in relation to planning decisions	Nic Thomas	3
1 February 2018	Budget				
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	Nic Thomas	All
24 May 2018	Planning appeals update	Six monthly update	Monitor performance in relation to planning decisions	Nic Thomas	3
19 July 2018	Community Safety Partnership	Six monthly update	Ensure effective operation of partnership and monitor local policing provision	Sharon Stacey	1, 2
13 September 2018					
8 November 2018	Affordable housing delivery update	Update on delivery against requirements	Information	Nic Thomas	1, 3
	Planning appeals update	Six monthly update	Monitor performance in relation to planning decisions	Nic Thomas	3

FINANCE & PERFORMANCE SCRUTINY

Date	Issue	Reason	Outcomes	Lead Officer	Supports corporate aims
17 July 2017	Performance & risk end of year 2016/17	To monitor performance in-year	Identify improvements	Cal Bellavia	All
17 July 2017	Aged debts quarter 1 2017/18	Monitor levels of debt	Ensure recovery processes are robust	Ashley Wilson	3
17 July 2017	Business rates retention year end 2016/17	Monitor levels of retention and pooling arrangements	Ensure appropriate arrangements and value for money	Ashley Wilson	3
17 July 2017	Treasury management quarter 1 2017/18	Inform of treasury management activity	Ensure compliance with policy	Ashley Wilson	3
25 September 2017	Frontline service review – Housing	Programme of performance reviews	Monitor performance	Sharon Stacey	All
25 September 2017	Performance & risk quarter 1 2017/18	To monitor performance in-year	Identify improvements	Cal Bellavia	All
25 September 2017	Business rates retention quarter 1 2017/18	Monitor levels of retention and pooling arrangements	Ensure appropriate arrangements and value for money	Ashley Wilson	3
25 September 2017	Revenue & capital outturn quarter 1 2017/18	Monitor budgets and capital programme	Ensure effective use of resources	Ashley Wilson	All
6 November 2017	Frontline service review – Planning	Programme of performance reviews	Monitor performance	Nic Thomas	All
6 November 2017	Customer Services – 6 month progress update	Monitor performance in relation to call waiting times/calls lost and face to face enquiries	Ensure performance is maintained	Julie Stay	2
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	3
6 November 2017	Business rates retention quarter 2 2017/18	Monitor levels of retention and pooling	Ensure appropriate arrangements and	Ashley Wilson	3

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

Date	Issue	Reason	Outcomes	Lead Officer	Supports corporate aims
	quarter 1 2018/19	capital programme	resources	Wilson	
10 September 2018	Performance & risk quarter 1 2018/19	To monitor performance in-year	Identify improvements	Cal Bellavia	All
10 September 2018	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
5 November 2018	Aged debts quarter 2 2018/19	Monitor levels of debt	Ensure recovery processes are robust	Ashley Wilson	3
5 November 2018	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)
 Housing & Planning Act (SC)
 Standard of housing in the borough (SC)
 Flytipping (SC)
 Powers to require tenants to maintain their property (SC)
 Fleet procurement (SC)
 Frontline service reviews for 2018/19 (F&P)

Key to corporate aims

1 – People
 2 – Places
 3 – Prosperity