

Programme of Work for the Overview and Scrutiny Committee

Report of the Chairman

Recommended:

The Committee is requested to:

- 1. To agree the topics discussed at the Away Day and adopt them onto the work programme.**
- 2. Approve the future work programme.**

SUMMARY:

- The purpose of this report is to enable members to keep the Committee's future work programme and recommendations update under review.

1. Introduction

- 1.1** The Overview and Scrutiny Committee approves a work programme every year, detailing selected issues that affect Test Valley or its residents. The work programme represents the work of scrutiny throughout the municipal year and is managed by the Overview and Scrutiny Committee. The work programme is a rolling plan of in-depth reviews alongside standing items such as finance and performance.

2 Corporate Objectives and Priorities

- 2.1** Effective processes are used when selecting and prioritising review topics to ensure meaningful outcomes and tangible improvements. This involves including topics that are of community concern, contribute to the Council's Corporate Priorities, add value to the Council's overall performance, and have defined objectives and clear outcomes.

3 Conclusion and reasons for recommendation

- 3.1** Task and Finish Groups (panels) are small groups of members set up to examine specific issues in detail and report back to the Committee. The Overview and Scrutiny Committee Task and Finish Panels update will be presented as an annex for the Committee's review and comments.

- 3.2 Effective processes are used when selecting and prioritising review topics to ensure meaningful outcomes and tangible improvements. This involves including topics that are of community concern, contribute to the Council's Corporate Priorities, add value to the Council's overall performance, and have defined objectives and clear outcomes. The Overview and Scrutiny Committee Work Programme is presented at Annex 1 for review and approval.
- 3.3 The Overview and Scrutiny Committee is responsible for examining decisions made by the cabinet as a whole, and individual Portfolio Holders, as well as key decisions delegated to Senior Officers. With each agenda, the Committee receives copies of the Cabinet Work Programme. The Committee can then decide or use pre-scrutiny for forthcoming decisions on the Cabinet Work Programme. The Cabinet Work Programme is attached at Annex 2 for the Committee to consider.
- 3.4 For Overview and Scrutiny to have an impact, it is important that recommendations to Cabinet and Council are followed up. At each meeting the Committee considers follow up action on recommendations to Cabinet and Council as part of the review of the Work Programme. Also as part of the Work Programme the Committee considers actions arising from the previous meeting. Action tracking is attached at Annex 3.
- 3.5 In July 2023, the Committee held an away day to consider the topics that they will focus on as part of its forward Work Programme. Each topic has been developed within the context of the Council's strategic priorities as set out within the Corporate Plan and where the Committee feels it can add the greatest value. Following the away day, the Committee held a round table to review the proposals and confirm priorities for the year ahead. The proposed topics are set out in Annex 1. Subject to the topics being agreed by the Committee officers will work with the members to schedule them into the Work Programme.
- 3.6 As part of the Work Programme the Committee will undertake a number of Portfolio Holder Reviews on a quarterly basis. The reviews provide an opportunity to scrutinise particular aspects of the Portfolio. In order to schedule these in the Committee is invited to determine the next two Portfolios they would like to review and which particular topic they would like to discuss.

No of Annexes:	3		
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