

| | |
|-------------------|-----------------------------|
| Lead AD | SD Richard Protheroe |
| Deputy | |
| Chair | Cllr Jim Brown |
| Vice-Chair | Cllr Andy McGuinness |

Overview & Scrutiny Committee Work Programme 2025-26
(Including review items, statutory Budget and Policy Framework items, and policy development items)

| Scrutiny Review items 2025/26: | Strategic Director, Assistant Director, Lead Officer(s) & Portfolio Holder | Provisional meeting date(s) identified | Other details: i.e. (i) Number of meetings item can be covered in? (ii) Whether scoping required? (iii) Expectation/ style of meeting & (iv) other details | Comment by lead Strategic Director/Assistant Director | Other Details | Complete ✓ ✗ | Inclusion in work programme for 2026/27 |
|--|---|---|--|--|---|---|---|
| Pre-scrutiny policy development – Local Government Reorganisation (LGR) | Head of HR & OD, Kirsten Frew, Head of Corporate Policy & Performance, Daryl Jedowski, Cabinet Portfolio Holder for Devolution, Cllr Loraine Rossati. | 6 Nov 2025 | (i) Informal one off pre-scrutiny policy development meeting (ii) No scope required (iii) Informal private meeting of O&S - Presentation from officers leading to a Q&A with Scrutiny Members. | | The Chair of O&S will meet with the Deputy CE, Strategic Director, Richard Protheroe to discuss how scrutiny can assist with the LGR decision making process in 2026-27 | ✓ Members undertook scrutiny of LGR at a number of meetings in 2025-26 | ✓ O&S Members will continue to scrutinise LGR at various stages throughout the year |
| Corporate Communications (as a distinct topic) | Head of Communications & Marketing, Sandy Eaton, Interim Strategic Director Kathryn Carr. | 26 Nov 2025 | (i) informal O&S Meeting (ii) No scope required (iii) Informal private meeting - Presentation from officers leading to a Q&A with Scrutiny Members. | | O&S Members made recs to the Head of Comms regarding improvements to the service. | ✓ | ✗ Responses to monitoring of the recs can be circulated to O&S Members and will be included in the |

| Scrutiny Review items 2025/26: | Strategic Director, Assistant Director, Lead Officer(s) & Portfolio Holder | Provisional meeting date(s) identified | Other details: i.e. (i) Number of meetings item can be covered in? (ii) Whether scoping required? (iii)Expectation/ style of meeting & (iv) other details | Comment by lead Strategic Director/Assistant Director | Other Details | Complete ✓ ✘ | Inclusion in work programme for 2026/27 |
|---|--|--|--|---|---|-----------------|---|
| | | | | | | | Action Tracker with a timeline for future monitoring. |
| Member Enquiries/ Complaints - YourSay System – What will the new system provide? | Director Business Change & Digital, Nadia Capuano. Business Improvement Manager, Greg Arends. Cabinet Portfolio Holder for Resources & Performance, Cllr Jeannette Thomas. | 1 Dec 2025 | (i) One meeting. (ii) No scope required. (iii)Presentation from officers leading to a Q&A with Scrutiny Members. This meeting was undertaken as an informal meeting of the O&S Committee. | Focus on: Member Enquiries: -How to improve trackability for Member Enquiries, with a reference number -How to improve officer response rate to Members -How to get an overview of enquiry themes -How to balance making improvements to enquiries & continue with less formal methods | O&S Members made recs to the Director of Business Change and Digital and the Head of Customer & Digital Services regarding improvements to the service. | ✓ | ✘ Responses to monitoring of the recs can be circulated to O&S Members and will be included in the Action Tracker with a timeline for future monitoring. |
| Workforce (covering workforce survey and profile) | Head of HR & OD, Clare Davies, Assistant HR Business Partner, Vicky Hickford. | 20 Jan 2026 | (i) One meeting. (ii) No scope required. (iii)Presentation from officers leading to a Q&A with Scrutiny Members. | | O&S Members made recs to the Head of HR, regarding improvements to the service. | ✓ | ✘ Responses to monitoring of the recs can be circulated to O&S Members and will be included in the Action Tracker with a timeline |

| Scrutiny Review items 2025/26: | Strategic Director, Assistant Director, Lead Officer(s) & Portfolio Holder | Provisional meeting date(s) identified | Other details: i.e. (i) Number of meetings item can be covered in? (ii) Whether scoping required? (iii) Expectation/ style of meeting & (iv) other details | Comment by lead Strategic Director/Assistant Director | Other Details | Complete ✓ ✘ | Inclusion in work programme for 2026/27 |
|--|--|--|--|--|---|-----------------|---|
| | | | | | | | for future monitoring. |
| ICT Cyber Security | Director, Chief Technology Officer & Senior Information Risk Owner, Matt Canterford. | 17 Feb 2026 (or separate informal O&S meeting) | (i) One meeting. (ii) No scope required. (iii) Presentation from officers leading to a Q&A with Scrutiny Members. | The ICT Strategy is due to go to the Cabinet in June 2026, and Cyber Security features as a significant part of the strategy so can be scrutinised at this time. | | ✘ | ✓ It is recommended that the Director for IT, Matt Canterford, attend the O&S to present the strategy |
| Social Value and Ethical Investments (as a subset of financial oversight) | Director Finance, Atif Iqbal | 17 March 2026 (or separate informal O&S meeting) | (i) One meeting. (ii) No scope required. (iii) Presentation from officers leading to a Q&A with Scrutiny Members. | | The Strategic Director and Sec 151 Officer, Clare Fletcher, provided an explanation to the O&S Committee that the investments held by the Council as part of its treasury management are short term deposits with other local authorities, banks and money market funds, which were unlike Pension Funds, so the authority would not be able to use the same ethical investment | ✘ | ✓ Members could receive presentation on the Council's initiatives regarding social value in contracts and updated Stevenage Works in 2026/27 |

| Scrutiny Review items 2025/26: | Strategic Director, Assistant Director, Lead Officer(s) & Portfolio Holder | Provisional meeting date(s) identified | Other details: i.e. (i) Number of meetings item can be covered in? (ii) Whether scoping required? (iii)Expectation/ style of meeting & (iv) other details | Comment by lead Strategic Director/Assistant Director | Other Details | Complete ✓ ✗ | Inclusion in work programme for 2026/27 |
|---------------------------------------|---|---|--|--|---|---------------------|--|
| | | | | | decisions regarding these short term investments. | | |

| Monitoring of Previous Recommendations/Actions | | | | | | | | |
|---|---|---|---|--|--|--|---|---------------------|
| Scrutiny items: | Strategic Director, Assistant Director, Lead Officer(s) & Portfolio Holder | Provisional meeting date(s) identified | Number of meetings item can be covered in? | Expectation/ Style of meeting | Scoping details (whether full scope or simple scope required) | Other details | Comment by lead Assistant Director/ Deputy | Complete ✓ ✗ |
| Consider the Committee's Action Tracker | Deputy CE & Strategic Director, Richard Protheroe, Scrutiny Officer, Stephen Weaver. | 15 July 2025 | One meeting | Members comment on the document – which may lead to further monitoring | No scope required | This item will be scheduled for consideration at the O&S in July 2026. | | ✓ |

Any monitoring of previous reviews will be agreed when the Committee considers the action tracker at its meeting in July 2026.

| Statutory Budget & Policy Framework Items: | Strategic Director, Assistant Director, Lead Officer(s) & Portfolio Holder | Provisional meeting date(s) identified | Number of meetings item can be covered in? | Expectation/Style of meeting | Scoping details (whether full scope or simple scope required) | Other details Completed ✓ ✗ |
|---|---|---|---|--|--|--|
| The 2026/2027 HRA and Rent Setting | Clare Fletcher SD Sec 151 Officer/ Portfolio Holder for Resources | December 2025 | Yes, covered in one meeting | Presentation by AD with supporting papers | No scoping required | ✓ |
| Budget Options 2026/27 | Clare Fletcher SD Sec 151 Officer/Cabinet Portfolio Holder for Resources | November 2025 | Yes, covered in one meeting | Presentation by SD with supporting papers | No scoping required | ✓ |
| Council Tax Support Scheme (refresh of scheme reviewed annually by the Cabinet) | Clare Fletcher SD Sec 151 Officer Cabinet Portfolio Holder for Resources | January 2026 | Yes, covered in one meeting | Presentation by SD & AD with supporting papers | No scoping required | ✓ |
| General Fund Budget and Council Tax Setting | Clare Fletcher SD Sec 151 Officer/Executive Portfolio Holder for Resources | January 2026 | Yes, covered in one meeting | Presentation by SD & AD with supporting papers | No scoping required | ✓ |

| Pre-Scrutiny Policy Development Items: | Strategic Director, Assistant Director, Lead Officer(s) & Portfolio Holder | Provisional meeting date(s) identified | Number of meetings item covered in? | Expectation/ Style of meeting | Scope details | Other details | Complete ✓ ✘ |
|--|--|--|-------------------------------------|--|---------------|--|---|
| <u>Council Tax Support Scheme and Universal Credit</u> | Clare Fletcher SD Sec 151 Officer Cabinet Portfolio Holder for Resources & Performance, Cllr Jeannette Thomas. | Targeting week of 18 —21 August 2025 | One | Lead by the SD and Chaired by the Chair of O&S. This provides an opportunity for Scrutiny Members to meet with officers and the Cabinet Portfolio Holder to carry out some pre-scrutiny of the any proposed changes or amendments to the Council Tax Support Scheme and to discuss the content and shape of a Policy document before it is finalised in order to help shape the final outcome. | | An item will be scheduled with O&S Members as a pre-scrutiny policy development item in the summer 2026. | ✘ This item did not take place for 2025/26 due to the complexity of the modelling between the two systems. |