

Appendix 1 – Overview and Scrutiny Work Programmes 2024/25

Resources Overview and Scrutiny Committee Work Programme 2023-24			
Date	Item	Reason	Requested Attendance
16th July	Work Programme	To approve the 2023-24 Work Programme	Susan Gardner (Scrutiny and Policy Officer)
	Performance Review Report	To seek approval of the mechanism for measuring performance.	Stuart Sambrook (Policy Manager)
	Leisure Services Review	To seek comments from Members on the August review of the efficiency of the Leisure services and their conclusions. To consider the cost of running the service and the impact of it not being funded directly by the Council.	Martin Dyson (Executive Director of Resources)
	Nominations of Co-optees (RESTRICTED ITEM - PART B due to discussions which will include details of members of the public)	To make recommendations to Council on the appointment of Co-optees	Susan Gardner (Scrutiny and Policy Officer)
15th October	Hyndburn Leisure Annual Update	Previously agreed as a standing item to monitor outcomes of Council's capital investments	Lyndsey Sims (CEO, Hyndburn Leisure)
	Budget Monitoring	To inform members of the financial spending of the Council up to current time and the financial forecast outturn position for the Accounting Year 2023/24.	Martin Dyson (Director Resources)
	The impact of HMOs in the Borough	To review the impact of HMOs in the borough following the consultation and subsequent report.	Simon Prideaux (Head of Planning & Transportation)

	Domestic Home Energy Grants	To review the take up of domestic home energy grants and the impact on communities.	Chris Gregory/Tim Brodest/Stuart Sambrook
	Community Cohesion / Integration Report	To consider the report on community cohesion/integration	Stuart Sambrook (Policy Manager)
	Proposed Waste Transfer Station	To consider the liabilities and financial impact on the Council's resources.	Craig Haraben/Mick Coyne
10th December	Local Boundary Review	To consider the report on the Local Boundary review.	Stuart Sambrook/Jane Ellis
	Review of progress against new Corporate Strategy	To review the progress of the Council's new Corporate Strategy	Stuart Sambrook/Jane Ellis
	Council Tax Support Scheme	To review the Council Tax Support scheme	Lee Middlehurst/Martin Dyson
	Discretionary Housing Payment scheme.	To review the administration of the discretionary housing payment scheme.	Lee Middlehurst
	Review of complaints and operation of new complaints policy	To consider the number of complaints received and the effect of the new complaints policy.	Jane Ellis (Director of Legal & Democratic Services)
20th February	Prudential Indicators and Treasury Management Medium Term Financial Strategy General Fund Revenue Budget Capital Programme	Statutory duty to review the budget	Martin Dyson (Director Resources); Leader of the Council, Deputy Leader of the Council & Leader of the Opposition
18th March	Digital Transformation (including Artificial Intelligence)	To review digital transformation in the Council and the use of AI in providing efficient services.	Martin Dyson
	Hyndburn (LCC) Waste Collection/Disposal	To consider the provision of an East Lancashire (Hyndburn) bulking up site.	Craig Haraben/Mick Coyne
	Environment Enforcement – Fly Tipping & Waste Enforcement	To consider service cost, reclaimed funds, income streams and the impact of the borough physically and socially.	Craig Haraben/Mick Coyne

	Sport/Community use of Council land	To review consistency of costs across the borough.	Craig Haraben/Helen McCue-Melling
Notes			

Communities and Wellbeing Overview and Scrutiny Committee Work Programme 2023-24			
Date (3pm Unless Otherwise stated)	Item	Reason	Requested Attendance
15 th July	Work Programme	To approve the 2023-24 Work Programme	Susan Gardner (Scrutiny and Policy Officer)
	Leisure Services - Hyndburn Household Support Fund	To provide an update on the Hyndburn Household Support Fund	Martin Dyson/Lyndsey Sims
	Leisure Services – Weight Management Services (LCC funding)	To provide an update on the provision by Leisure Services of Weight Management Services	Martin Dyson/Lyndsey Sims
	Great Harwood Banking Hub – Bank Mill House	To provide an update on the provision of a Great Harwood Banking Hub	Cash Access UK/Hyndburn Leisure
	Nominations of Co-optees (RESTRICTED ITEM - PART B due to discussions which will include details of members of the public))	To make recommendations to Council on the appointment of Co-optees	Susan Gardner, Scrutiny and Policy Officer
17 th October	Social Housing Update	Report Request to Onward Homes as Hyndburn’s biggest social housing provider to provide an update to the Committee	Onward Homes – Need to identify Lead Officer;
	Citizens Advice	To provide an annual update to the Council	New CEO (Contact Julia Hannaford/Mohammed Khan)

	NHS Dental Provision in Hyndburn	To consider the provision and availability of dental facilities in Hyndburn.	
11th December	Accrington Stanley Community Trust – Community Value	To consider investment in Accrington Stanley to benefit the community and economic growth of local businesses.	Martin Fearon – Accrington Stanley Community Trust
	Provision of Youth Facilities in Hyndburn	To consider the provision of youth facilities in Hyndburn and the impact on communities.	Lyndsey Sims/Martin Dyson
13th March	Crime and Disorder and the community Safety Partnership	Statutory Duty to scrutinise crime and disorder, including local policing and community safety	Lancashire Police, Kirsten Burnett (Head of Policy and OD) and Community Safety Manager
	Annual review of carbon footprint and net zero targets	To consider the Council and Hyndburn's progress towards achieving its net zero targets	Stuart Sambrook/ Anne Hourican
Notes			

Special Overview and Scrutiny Committee Work Programme 2023-24			
Dates (5pm unless otherwise stated)	Item	Reason	Requested Attendance
22nd July	Work Programme	To approve the 2023-24 Work Programme	Susan Gardner (Scrutiny and Policy Officer)
	Town Centre Levelling Up Project Progress	To update the Committee on the Council's levelling up project	Steve Riley (Executive Director)
	The Market Chambers Project	To provide members with an update on the Market Chambers project.	Gillian Berry
	Nominations of Co-optees (RESTRICTED ITEM - PART B due to discussions which will include details of members of the public)	To make recommendations to Council on the appointment of Co-optees	Susan Gardner (Policy & Scrutiny Officer)
14th October	Local Plan Monitoring	Annual Review of progress on delivery of the Council's Local Plan	Simon Prideaux (Chief Planning Officer)
	Leisure Transformation Update	Update on Leisure Transformation Project	Martin Dyson (Executive Director – Resources)
	Huncoat Garden Village	To provide an update on the Huncoat Garden Village Project	Mark Hoyle – Head of Regeneration & Housing
17th December	Town Centre Levelling Up Project Progress	To update the Committee on the Council's levelling up project	Steve Riley (Executive Director)
	LCC Levelling Up Project	To inform the Council and seek input from Councillors on LCC's Levelling Up project in Hyndburn	Andrew Mullaney, Director of Environment and Planning LCC Andrew.Mullaney@lancashire.gov.uk
	Hyndburn Towns Fund	To provide an update on the Hyndburn Town Fund	Steve Riley (Executive Director)
11th March	Town Centre Levelling Up Project Progress	To update the Committee on the Council's levelling up project	Steve Riley (Executive Director)

	Huncoat Garden Village	To provide an update on the Huncoat Garden Village Project	Mark Hoyle – Head of Regeneration and Housing
Notes			

The following are standing items (Including Statutory items* and previously agreed standing items)

Crime and Disorder (Community Safety)* – Communities and Wellbeing

Budget Scrutiny* - Resources

Budget Monitoring (1-2 times per year) - Resources

Hyndburn Leisure Annual Report – Resources

Town Centre Levelling Up Project Progress (On agenda for alternate meetings) – Special

Citizens Advice