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**Overview and Scrutiny  
Procedures Document  
2008/09**

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# Overview and Scrutiny Procedures

## **Introduction**

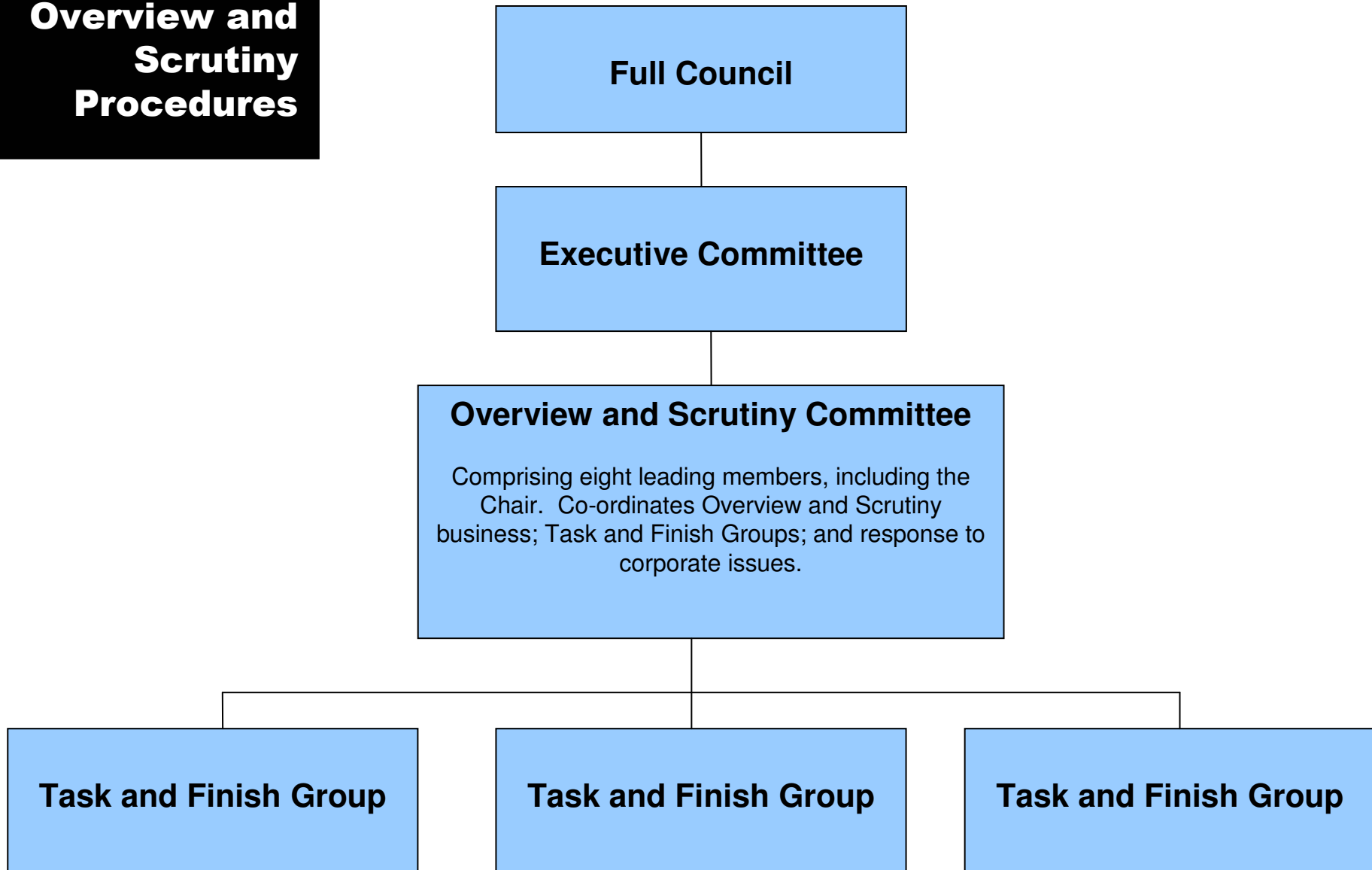
The Local Government Act 2000 required every Council to set up new structures to replace the old Committee system. Redditch Borough Council established a “Cabinet with Leader” system to manage the Council’s business.

The Cabinet, which at Redditch Borough Council is called the Executive Committee, is directly accountable for the day-to-day management of services provided by the Council (within the overall policy and budgetary framework agreed by full Council). There are seven Members on the Executive Committee, six of whom act as Portfolio Holders, including the Leader of the Council.

In addition, Redditch Borough Council has appointed one Overview and Scrutiny Committee. Eight non-executive Members, including the Chair and Vice-Chair, can vote on the Overview and Scrutiny Committee.

The responsibilities of the Overview and Scrutiny Committee and the procedures used by the Committee to enable scrutiny Members to fulfil their duties are explained in this procedures document.

# Overview and Scrutiny Procedures



**Overview and Scrutiny Structure at Redditch Borough Council**



# Overview and Scrutiny Procedures

## **Principles of Effective Scrutiny**

The Centre for Public Scrutiny (CfPS), the organisation set up to promote effective scrutiny in local government, has established four key principles for effective scrutiny.

These four key principles of effective scrutiny are:

- to provide a critical friend challenge to executive policy-makers and decision-makers;
- to enable the voice and concerns of the public and its communities;
- for scrutiny to be carried out by independent minded governors who lead and own the scrutiny process; and
- to drive improvement in public services.

[http://www.cfps.org.uk/about\\_us/index.php](http://www.cfps.org.uk/about_us/index.php)

The scrutiny function at Redditch Borough Council is arranged to comply with these four key principles.

# Overview and Scrutiny Procedures

## **Aims and objectives of Overview and Scrutiny**

The Overview and Scrutiny function is designed to:

- consider, and where necessary, question decisions made by the Executive Committee to promote open and transparent decision making and democratic accountability;
- monitor the effectiveness of policy and budget making processes;
- monitor the way the Council's services are provided and their impact on communities;
- make recommendations on whether new policies, or changes to existing policies, are needed to improve performance - these can be referred to the Executive Committee or to full Council;
- consider issues of public concern;
- scrutinise the way that the Council and other organisations do their work;
- ensure decisions and policies are right for Redditch Borough; and
- research and provide innovative thinking on particular issues.

# Overview and Scrutiny Procedures

## **The Value of Overview and Scrutiny**

At the heart of Overview and Scrutiny is the principle that it should be member-led.

Effective Overview and Scrutiny supports community leadership where it:

- complements strategy and policy development;
- helps tackle cross-cutting issues;
- enables investigation below the surface of policies and strategies;
- encourages public involvement in the policy process;
- stimulates a more reflective, evaluative and evidence-based culture within the Council;
- provides useful oversight and “challenges” Best Value and Service Planning processes;
- remains aware of national developments in Best Value and scrutiny;
- supports performance management and continuous improvement;
- maintains awareness of existing Council policies and community priorities; and
- develops well informed and highly skilled Members and Officers.

# Overview and Scrutiny Procedures

## **The Remit of the Overview and Scrutiny Committee**

The Overview and Scrutiny Committee is designed to act as a commissioning body which:

- manages the Overview and Scrutiny Work Programme;
- commissions scrutiny work from Task and Finish Groups, setting the terms of reference for each review, time managing completion of each project, and finalising recommendations;
- receives annual reports from Portfolio Holders on the Executive Committee about the services they champion;
- liaises with Members of the Executive Committee, submitting final Overview and Scrutiny reports and co-ordinating Overview and Scrutiny's response to the Executive Committee's Forward Plan;
- manages Overview and Scrutiny finances and resources;
- receives quarterly budget and performance reports; and
- initiates call-in proceedings in response to key decisions made by the Executive Committee\*.

\*The call-in procedure is detailed in Appendix 1.

# Overview and Scrutiny Procedures

## **The Overview and Scrutiny Support Officers**

At Redditch Borough Council two Officers are employed to support the work of the Overview and Scrutiny Committee.

The Overview and Scrutiny Support Officers:

- co-ordinate the arrangements for Overview and Scrutiny Committee and Task and Finish Group meetings;
- keep Members and Officers at the Council informed of the Overview and Scrutiny Committee's work;
- provide administrative support to the Overview and Scrutiny Committee Members;
- maintain up-to-date knowledge of developments in the national legislative framework that are pertinent to the work of the Overview and Scrutiny Committee;
- manage the Overview and Scrutiny Committee's web pages on the Council's website;
- undertake research on topics that are subject to scrutiny, as directed by the Members on the Overview and Scrutiny Committee;
- liaise with other Officers at the Council on behalf of the Overview and Scrutiny Committee; and
- produce scrutiny reports and record recommendations as directed by the Members on the Overview and Scrutiny Committee.

# Overview and Scrutiny Procedures

## **Who can be a Member of the Overview and Scrutiny Committee?**

All Councillors, except Members of the Executive Committee, are eligible to become voting Members on the Overview and Scrutiny Committee. Eight Members, including the Chair, are selected by full Council to sit on the Overview and Scrutiny Committee at the annual meeting.

## **Who can be a Member of a Task and Finish Group?**

All non-executive Members can sit as Members on a Task and Finish Group. The Overview and Scrutiny Committee appoints Members to sit on Task and Finish Groups. All Task and Finish Groups should be chaired by a Member of the Overview and Scrutiny Committee. Expressions of interest made by non-executive Members to participate in particular Task and Finish reviews are considered by the Overview and Scrutiny Committee. However, it is recommended that the membership of a Task and Finish Group should not exceed five Councillors. Task and Finish Groups are also entitled to appoint a number of people as non-voting co-optees. The Overview and Scrutiny Committee should ensure that the number of large, in-depth Task and Finish reviews running at any one time is manageable and that there are a mixture of large scale Task and Finish exercises and Short Sharp Reviews.

No Member may be involved in scrutinising a decision in which he/she has been directly involved.

## **Frequency of Overview and Scrutiny Meetings**

The Overview and Scrutiny Committee should meet approximately every three weeks. Meetings should be scheduled to take place a week after Executive Committee meetings to enable Overview and Scrutiny Committee Members to consider the Executive Committee's activities and, where necessary, the need to call-in key decisions. Additional meetings can be called as and when appropriate.

Task and Finish Groups meet on a more ad hoc basis. Task and Finish Group Members determine these arrangements, although sufficient meetings need to be arranged to ensure that a review is completed according to schedule.

# Overview and Scrutiny Procedures

## **Work Programme**

The Overview and Scrutiny Committee manages the Overview and Scrutiny Work Programme. Additional items may be added by the full Council, Executive or any other Committee if:

- a particular activity, policy or plan requires investigation;
- priorities change;
- an urgent matter needs to be included at short notice; or if
- a recent decision taken by the Executive Committee is to be investigated or has been called-in.

## **How to add an item to the Committee Work Programme**

Any Member on the Council is entitled to request that the Proper Officer (Borough Director) includes an item on the Overview and Scrutiny Committee's agenda. If the item is not suggested for inclusion by at least seven working days in advance of the meeting it will be addressed at the following Committee meeting.

## **The Forward Plan**

All Members on the Council receive a copy of the Forward Plan. The Forward Plan lists all the Key Decisions which it is anticipated the Executive Committee will take in the forthcoming four months. The Overview and Scrutiny Committee may request to be given the opportunity to consider and provide input on a subject before it is considered by the Executive Committee.

## **Items which the Council and Executive Committee Request to be Investigated**

The Overview and Scrutiny Committee should also respond, as soon as its Work Programme permits, to requests from the Council and the Executive Committee to investigate particular issues. The Overview and Scrutiny Committee should report its findings and any recommendations back to the Executive Committee and/or Council.

# Overview and Scrutiny Procedures

## **Policy Review and Development**

The Overview and Scrutiny Committee's role in the development of the Council's budget and policy framework is set out in detail in the Budget and Policy Framework Procedure Rules within the Council's Constitution. A copy of the Council's Constitution may be obtained from the Council's Monitoring Officer. It is also available on the Council's website, [www.redditchbc.gov.uk](http://www.redditchbc.gov.uk)

The Overview and Scrutiny Committee, within its terms of reference, may make proposals to the Executive Committee on other matters not forming part of the Council's policy and budget framework. The Overview and Scrutiny Committee may also hold enquiries and commission Task and Finish reviews to investigate the available options for future direction in policy development.

## **Public Involvement**

Members of the public are welcome to attend meetings of the Overview and Scrutiny Committee. The Overview and Scrutiny Support Officers keep the public informed of developments in the scrutiny process via the scrutiny web pages on the Council's website and by issuing press releases on the subject of Task and Finish reviews. Members of the public are entitled to propose items for scrutiny and can contact the Overview and Scrutiny Support Officers to explain items of interest\*.

Individual members of the public may also be invited to get involved in specific scrutiny reviews. This involvement may include face-to-face interviews with Councillors; requests to complete questionnaires or to contribute local views about a particular subject for scrutiny.

\* The Overview and Scrutiny Support Officers' contact details are provided on page 23 of this document and are also available on the Council's website.



# Overview and Scrutiny Procedures

## **The Scoping Process**

While each review or scrutiny exercise may be approached in a different way, the Overview and Scrutiny Committee undertakes an initial review as part of the “scoping process”. To begin this scoping process the Committee should hold an initial discussion of the proposed topic to work out whether it would be a suitable subject for a Task and Finish review. The Committee should address a number of questions during this process\*. Sometimes Members of the Committee may consider that a Task and Finish review would not be appropriate. Instead they may decide to draw an end to their discussion of the topic or to issue recommendations based on their deliberations at the Committee meeting.

## **The Principles of Overview and Scrutiny Task and Finish Groups**

When selecting subjects for Task and Finish reviews the Committee should take the following considerations into account:

- the contents of the Overview and Scrutiny Work Programme and other existing scrutiny commitments;
- requests for review that have been referred to the Overview and Scrutiny Committee by the Executive Committee and/or full Council;
- the subjects of existing Task and Finish Groups;
- the likelihood that valuable outcomes will be produced by the review;
- who is likely to be affected by the review;

\* Details of these questions and the criteria for rejecting an item can be found in Appendix 2.

# Overview and Scrutiny Procedures

## The Principles of Overview and Scrutiny Task and Finish Groups (continued)

- how long the review is expected to take;
- what resources are available;
- the availability of expert witnesses and independent sources; and
- whether it would be more appropriate for another body to consider the issue.

Members of a Task and Finish Group should ensure that their review adheres to the terms outlined in the initial scoping document. The Chair of a Task and Finish Group should report any changes to their scrutiny exercise to the Overview and Scrutiny Committee for consideration.

## Collecting Evidence

When the Overview and Scrutiny Committee decides to delegate a review to a Task and Finish Group, the Group is empowered to look at a subject in detail before reporting back to the main Committee. Task and Finish Group Members should address a number of considerations before beginning their task to ensure that the scrutiny work is focused appropriately on the selected issue\*. However, if the subject matter under scrutiny affects an area beyond the boundaries of the Borough, then the Overview and Scrutiny Committee may decide to set up a Joint Overview and Scrutiny Committee with an adjoining Council or they may wish to invite a representative of that authority to be co-opted on to the Committee whilst the review takes place.

Evidence may be gathered from a variety of people. Requests for evidence should allow reasonable time for a full and informed response to be made. However, before any decision is made to use such written evidence, consideration should be given as to whether other ways of collecting evidence might be preferable.

\* Details of the considerations for Task and Finish Groups can be found in Appendix 3.

# Overview and Scrutiny Procedures

## Collecting Evidence (continued)

A Task and Finish Group may investigate whether any other Councils around the Country have carried out a similar review. This can be a useful exercise as Members can consider the conclusions reached by other authorities and whether their recommendations would be transferable to the Redditch Borough area.

Oral evidence is another useful way of gathering evidence as it enables questions to be asked and clarification to be sought. The Overview and Scrutiny Committee and Task and Finish Groups both have the power to require Executive Committee Members, Officers, and representatives of organisations who provide local public services to appear before them. Furthermore, both the Committee and Task and Finish Groups can invite other people, such as neighbourhood representatives, to appear if it is felt that they may be able to help them with their enquiries.

It is helpful to combine oral evidence with a written brief that Task and Finish Group Members can study in advance of a meeting. This assists Members in identifying the questions they wish to ask and makes for a more productive meeting. If Task and Finish Group Members wish to obtain information about specific aspects of the issue they are reviewing it can be beneficial to talk to the people who are doing a relevant job or are recipients of a service. Members may, therefore, wish to undertake site visits in order to develop first hand knowledge of the subject.

Members may also wish to carry out a public consultation exercise involving public meetings. Public consultations are useful for Overview and Scrutiny because they create a forum for receiving the views of a large number of people in a relatively short space of time.

# Overview and Scrutiny Procedures

## Overview and Scrutiny Committee Co-optees

A number of co-optees may attend Overview and Scrutiny Committee and Task and Finish Group meetings when relevant items are under review. The Committee's co-optees include three Trade Union representatives, two from UNISON and one from UCATT.

## Members and Officers Giving Evidence

The Overview and Scrutiny Committee and any Task and Finish Group may require any Officer, with due regard to their position/seniority in the Authority, to attend before it, either in a supporting role or to provide evidence. The Overview and Scrutiny Committee may also require any Member on the Executive Committee to attend a Task and Finish Group meeting. It is the duty of those persons to attend if they are invited to do so.

Where any Member or Officer is required to attend a Overview and Scrutiny Committee or Task and Finish Group meeting, the Member or Officer will be informed in writing giving at least five working days notice of the meeting at which he/she is required to attend. This written correspondence will state the nature of the item on which s/he is required to give account and whether any papers will need to be produced. Where the Overview and Scrutiny Committee or Task and Finish Group requires an Officer or Member to produce a report that Member or Officer will be given sufficient notice to allow for preparation of the documentation.

## Portfolio Holder Annual Reports

Each Portfolio Holder sitting on the Executive Committee will be invited to present an Annual Report to the Overview and Scrutiny Committee. A Portfolio Holder will be invited to make his/her presentation at least five working days before the meeting is due to take place. Portfolio Holders will be informed in writing, in advance of the meeting, of the length and style of presentation required by the Overview and Scrutiny Committee.

# Overview and Scrutiny Procedures

## **Evidence provided by others**

All non-executive members have the right to attend Overview and Scrutiny Committee meetings and to speak at the invitation of the Chair. However, only Members of the Overview and Scrutiny Committee can vote at Committee meetings.

Executive Committee Members are permitted to attend any meeting of the Overview and Scrutiny Committee. However, Executive Committee Members should only speak where invited to do so by the Chair of the Overview and Scrutiny Committee. Furthermore, Executive Committee Members are not permitted to vote at meetings of the Overview and Scrutiny Committee.

The Overview and Scrutiny Committee and Task and Finish Groups may invite other people to make presentations, to discuss issues of local concern and/or to answer questions. They may, for example, wish to hear from residents, stakeholders and Councillors or Officers from other parts of the public sector and can invite such people to attend. However, witnesses who are not involved in providing local services, cannot be compelled to attend.

The Overview and Scrutiny Committee may also invite Directors and other senior Officers at the Council to present reports on their areas of responsibility. In the event that Overview and Scrutiny Committee does request such reports they should specify in writing the style of presentation required. The Overview and Scrutiny Committee should also provide the senior Officer with a reasonable amount of preparation time prior to making the presentation.

## **Procedure at Overview and Scrutiny Meetings**

When non-executive Members know what topic is going to be the subject of a scrutiny exercise, they may wish to conduct their own research into the matter. This might include preparing questions to ask witnesses who have been invited to attend Overview and Scrutiny meetings. It is also possible that a non-executive Member may wish to conduct independent research to enable him/her to persuade the Overview and Scrutiny Committee that a particular topic should be included on the Work Programme.

# Overview and Scrutiny Procedures

## **Procedure at Overview and Scrutiny Meetings (continued)**

Where either the Overview and Scrutiny Committee or a Task and Finish Group conducts investigations and invites witnesses to attend to give evidence the investigations will be conducted in accordance with the following principles:

- the investigation will be conducted fairly, with all Members on the Committee/Group given an opportunity to ask questions of the attendees, and to contribute to the discussion;
- any witnesses, Officers or Members assisting an Overview and Scrutiny meeting by giving evidence is to be treated with respect and courtesy; and
- the conduct of any investigation should aim to be as efficient as possible.

## **Procedure for Expert Witness Attendance at Overview and Scrutiny Meetings**

The procedure at any meeting where expert witnesses are asked to address an Overview and Scrutiny meeting will progress as follows:

- the Chair will introduce each witness to any persons present at the meeting and will invite all persons present to introduce themselves to the witness;
- the expert witness will be asked to make a short presentation and/or be asked a series of set questions that the witness has received in advance;
- Councillors may ask expert witnesses to expand on any answers they have made or ask them further questions based on their answers and a general discussion may ensue;
- if more than one expert witness is present, witnesses may be asked to comment on each other's answers;

# Overview and Scrutiny Procedures

## **Procedure for Expert Witness Attendance at Overview and Scrutiny Meetings (continued)**

- the Chair will summarise the main findings of the meeting;
- at the end of the meeting there shall be a full debrief; and
- after the meeting, expert witnesses shall be given a copy of the minutes to approve, a copy of the report; and will be kept updated of the outcomes of the review.

## **After the Investigation: Task and Finish Groups**

Once all the evidence has been collected, a Task and Finish Group should agree a set of recommendations to be included in a draft report and should identify who will draft the final report on its behalf. If a Task and Finish Group cannot agree on a single final report then not more than one draft minority report may be prepared for submission to the Overview and Scrutiny Committee alongside the draft majority report.

The Task and Finish Group should then forward its draft report(s) to the Overview and Scrutiny Committee. The Overview and Scrutiny Committee will consider any recommendations and may choose to favour either the majority report or the minority report or to confirm both versions. The Overview and Scrutiny Committee will agree a final report based on this assessment.

## **Consideration of Overview and Scrutiny Reports by the Executive Committee**

Once finalised the Overview and Scrutiny Committee will determine whether to forward a copy of the report to the Executive Committee, full Council or any relevant external organisation for consideration.

The Executive Committee will have an opportunity to consider the Overview and Scrutiny Committee's report at its subsequent two meetings. After these two meetings have occurred the

# Overview and Scrutiny Procedures

## **Consideration of Overview and Scrutiny Reports by the Executive Committee (continued)**

Overview and Scrutiny Committee may request the attendance of a representative of the Executive Committee. The Executive Committee's representative could be asked to explain the Committee's response to the report and whether any of the recommendations will be implemented. If the recommendations are not to be implemented the Overview and Scrutiny Committee may request an explanation from the Executive Committee's representative. If the Overview and Scrutiny Committee is not satisfied with the Executive Committee's response they may refer the issue to full Council for consideration.

## **Monitoring the Implementation of Overview and Scrutiny Recommendations**

Monitoring is an important part of the Overview and Scrutiny process. Monitoring the implementation of Overview and Scrutiny recommendations can highlight the constructive contributions generated by the process. Alternatively, monitoring can reveal consequences of implementation that have had a detrimental impact on service quality or may reveal a need to further address a subject through additional scrutiny work.

When submitting a final report to the Executive Committee the Overview and Scrutiny Committee may attach a timetable, with specific targets, for monitoring the implementation of recommendations. The dates of this timetable will be left to the discretion of Overview and Scrutiny members and support officers as some activities might take longer to have a measurable impact on services than others.

During monitoring proceedings the Overview and Scrutiny Committee can request that a Member on the Executive Committee and / or a relevant lead Officer, attend the session to discuss any progress in implementing recommendations and the perceived impact on the quality of relevant services. The relevant lead officer may also be requested by the Committee to produce an implementation plan for the accepted recommendations.



# Overview and Scrutiny Procedures

## **Monitoring the Implementation of Overview and Scrutiny Recommendations (continued)**

When scrutiny reports are considered and approved at full Council, rather than at a meeting of the Executive Committee, the Overview and Scrutiny Committee may still want to monitor responses to their recommendations. Under these circumstances the Overview and Scrutiny Committee may ask relevant Officers to produce an Implementation Plan for the consideration of the Committee. Furthermore, the relevant Portfolio Holder may be invited to attend a meeting of the Overview and Scrutiny Committee to explain the action being taken by the Council in response to those recommendations. Any Portfolio Holder invited to provide such evidence at a meeting of the Overview and Scrutiny Committee must attend.

The Overview and Scrutiny Committee may also invite stakeholder representatives and any relevant expert witnesses who participated in the original scrutiny work to attend meetings when monitoring responses to scrutiny recommendations.

## **Overview and Scrutiny Annual Report**

Every year the Overview and Scrutiny Committee produces an Annual Report. This report reviews the work of the Overview and Scrutiny Committee, and any Task and Finish Groups, during the year. The Annual Report also addresses the outcomes of the monitoring process.

The Annual Report is presented for the consideration of all Councillors at the last meeting of the full Council in the year. The Chair of the Overview and Scrutiny Committee presents the Annual Report. In exceptional circumstances the Vice-Chair of the Overview and Scrutiny Committee could present the Annual Report in place of the Chair.

# Appendix 1

## **The Call-in Process**

Overview and Scrutiny Members have the power to call-in a decision that has been made by the Executive Committee and to refer it back for further consideration.

When the Executive Committee makes a decision, it is published in a Decision Notice as soon as possible after the meeting. Each decision comes into effect after seven working days of the publication date unless it is called-in.

Within the seven day period, the Committee, or any three Members of the Council, may call-in the decision if they have reason to suspect that any of the principles of decision making, as laid out in Article 13 of the Constitution, has been contravened; that is, proportionality; due consultation; respect for human rights; openness; clarity of aims and outcomes; giving reasons for the decision and explaining what other options were considered.

Within five days of the call-in, a meeting of the Overview and Scrutiny Committee shall be held to review the decision. If it is decided that the decision should be referred back to the decision maker, it must be addressed at the next appropriate meeting of the Executive Committee.

Call-in may also challenge the exercise of authority of the Executive Committee, in terms of its acting within the Council's Policy and Budget Framework.

Although not technically a "call-in", which relates to decisions taken by the Executive Committee (i.e. RESOLVED items), Overview and Scrutiny may also require to scrutinise any proposals for policy change being submitted to the Council.

## Appendix 2

### **Scrutiny Scoping Checklist**

When scoping a review, the Committee will need to address the following questions:

1. Is there a clear objective for scrutinising this topic?
2. Is a Task and Finish Group likely to achieve a desired outcome?
3. What resources are available and what timetable would a Group need to comply with?
4. What are the potential risks?
5. Is this issue strategic and significant?
6. Is the scrutiny activity timely?
7. To what extent is this matter important for local people? For stakeholders? For the Electorate?
8. Does this issue correspond with the Council's corporate priorities?
9. How long is it since this issue was last the subject of a review?
10. Is there evidence of real, perceived or imminent failure to a service or policy in this area?
11. What are likely to be the benefits to the Council and its customers of this review?
12. What do other Members think about this issue?
13. Is there media interest in the issue?

### **Criteria to Reject Items for Review**

Items which have been suggested for review can be rejected if:

- the issue was dealt with less than two years ago;
- the issue is already being examined elsewhere in the Council (e.g. by full Council);
- new legislation relevant to this issue is expected within the year;
- there is no scope for scrutiny to add any value, or to make any real difference to the service or policy that is being reviewed; and
- the objective(s) of the review are unlikely to be achieved in the specified timescale.

## Appendix 3

### Task and Finish Group Checklist

Task and Finish Group Members should address the following to ensure that their review is conducted efficiently:

- the general subject area to be scrutinised;
- what baseline background information is required by the Group;
- the specific subjects to be scrutinised (terms of reference);
- who should be invited to give evidence, for example, the relevant Portfolio Holder(s), Council Officers, representatives of local partner organisations and/or other witnesses;
- whether the Group wishes to receive evidence from sources other than witnesses;
- whether a period of public consultation should form part of the scrutiny exercise;
- whether other authorities have carried out similar scrutiny exercises, their conclusions and any lessons that can be learned;
- whether the scrutiny exercise crosses the Borough boundary, to determine whether any other authorities should be invited to participate;
- if it is appropriate to co-opt anyone onto the Group whilst the scrutiny exercise is being carried out;
- the timetable for the scrutiny exercise and when witnesses will be interviewed;
- how many meetings of the Group the interviews will take;
- how many and how frequently meetings should take place to enable the group to complete their review within the timescales set by the Overview and Scrutiny Committee;
- when it is anticipated the final draft report will be available for the Committee to consider;
- who will present the report on behalf of the Group; and
- when the Overview and Scrutiny Committee should review the effectiveness of any decision taken by the Executive Committee.

# Overview and Scrutiny Procedures

## Overview and Scrutiny Contact Details

For additional copies of this report, or to find out more about Overview and Scrutiny at Redditch Borough Council please contact:

**Jess Bayley**, Overview and Scrutiny Support Officer  
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