

**OVERVIEW AND SCRUTINY – UPDATE ON WORK PROGRAMMING
PLANNING EVENT ITEMS**

Lead Councillor	Councillor Sid Khan, Chair of the Overview and Scrutiny Committee
Portfolio Holder Consulted	N/A
Relevant Head of Service	Claire Felton – Head of Legal, Democratic and Property Services
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Wards Affected	All Wards
Ward Councillor(s) consulted	N/A
Relevant Strategic Purpose(s)	An Effective and Sustainable Council
Non-Key Decision	
If you have any questions about this report, please contact the report author in advance of the meeting.	

1. RECOMMENDATIONS

The Committee is asked to RESOLVE to:-

- 1) Identify items raised during the Overview and Scrutiny Training Event to add to the Overview and Scrutiny Committee’s Work Programme.**

2. BACKGROUND

- 2.1 This report provides Members with an opportunity to consider the outcomes of the Overview and Scrutiny Training Event, which was held on 5th June 2023. During the event Members explored a number of issues that might potentially be suitable for further scrutiny. The Overview and Scrutiny Committee is asked to consider whether to add any of these items to the Committee’s Work Programme in 2023-24.
- 2.2 The Overview and Scrutiny Work Programme Planning event was held on 5th June 2023. All non-executive Members were invited to attend. In total 14 Members participated in the session.
- 2.3 During the event introductory training was provided in respect of the role of Overview and Scrutiny in the democratic process and the different types of scrutiny activity that can be undertaken.

- 2.4 Members were also invited to consider the different ways in which Overview and Scrutiny Members could investigate matters. This included:
- Receiving an overview of a subject at a meeting of the Committee. This could involve the presentation of a report to a single meeting of the Committee for information.
 - Undertaking Task Group or Short Sharp Reviews of a subject. This review work involves Members working in small groups to investigate a subject in detail over a period of usually a number of months.
 - Pre-decision scrutiny, whereby Overview and Scrutiny Members investigate a matter in detail before the Executive Committee makes a decision on the subject. Where sufficient notice is provided in the work programme this may involve undertaking a Short Sharp Review.
 - Members carrying out independent research on behalf of the Committee and reporting back in respect of their findings.
- 2.5 Following an overview of the various approaches that could be adopted to scrutiny and where these might, Members were invited to participate in an interactive session to consider items that Members felt needed to be considered for investigation by the Overview and Scrutiny Committee.
- 2.6 The activity focused on doorstep issues that had been raised by residents with Members over the previous months. Members were invited to consider whether they felt that the issues would be suitable for further scrutiny and, if so, in what way these matters should be investigated by the Overview and Scrutiny Committee.
- 2.7 This report considers the outcomes of the training event in terms of issues that were identified by Members (included in Appendix 1) and at this meeting Members are asked to consider which issues are suitable for inclusion in this year's Committee Work Programme.
- 2.8 Members are asked to note that the Bulky Waste and Fly Tipping Task Group is due to be launched at the meeting on 20th July 2023, and it has also been agreed to launch the Road Safety and Speeding Task Group during this municipal year. There are also two permanent sub-groups of the Committee, the Budget Scrutiny Working Group and the Performance Scrutiny Working Group. As such, there is no spare capacity to support any additional Task Group Reviews at this stage, though further reviews could take place once these have been completed.
- 2.9 Members are asked to note that it is not intended for the training event to provide the only opportunity for Members to suggest items for

scrutiny. Members are encouraged to continue to suggest items for scrutiny, including pre-decision scrutiny, throughout the year as and when they feel that this would be appropriate.

3. FINANCIAL IMPLICATIONS

- 3.1 All scrutiny activities can have some financial implications, for example in respect of the costs of issuing paperwork for Committee meetings. It is therefore important to ensure that Members select subjects to scrutinise that will achieve best value for money for local residents.

4. LEGAL IMPLICATIONS

- 4.1 There are no specific legal implications.

5. STRATEGIC PURPOSES - IMPLICATIONS

Relevant Strategic Purpose

- 5.1 Overview and Scrutiny activities should focus on strategic issues that matter to local residents. The Overview and Scrutiny Training Event was designed to enable Members to identify issues that best match this aspiration.

Climate Change Implications

- 5.2 There are no some climate change implications, for example in terms of the amount of paperwork that is issues for Committee meetings and any Task Group Reviews and Working Groups. Members are asked to consider climate change implications of their work, for example in terms of Members being able to view agendas and minutes in electronic format wherever possible.

6. OTHER IMPLICATIONS

Equalities and Diversity Implications

- 6.1 There are no specific equality and diversity implications.

Operational Implications

- 6.2 Overview and Scrutiny is a Member-led process. Members determine which items are added to the Overview and Scrutiny Committee's work programme, what evidence is gathered during an investigation and which recommendations to make to the Executive Committee and / or

Council. The Overview and Scrutiny Training Event provided Members with an opportunity to propose items that could be added to the Committee's Work Programme.

- 6.3 Overview and Scrutiny activities should focus on strategic issues that matter to local residents. The event was designed to enable Members to identify issues that best match this aspiration.

7. RISK MANAGEMENT

- 7.1 No specific risks have been identified at this stage. In selecting the items for scrutiny task group / short sharp reviews and proposing any subsequent recommendations, Members need to be mindful of ensuring that the issues selected reflect the needs of the communities and any recommendations adhere to the SMART principles in terms of being clear, realistic, timely, and comply with any legal requirements.

8. APPENDICES and BACKGROUND PAPERS

Appendix 1 – Door Step Issues – items identified as suitable for further scrutiny in 2023-24.

9. REPORT SIGN OFF

Department	Name and Job Title	Date
Chair of Overview & Scrutiny Committee	Councillor Sid Khan	6 th July 2023
Lead Director / Head of Service	Claire Felton, Head of Legal, Democratic & Property Services	xxx