



## NOTICE OF BOURNEMOUTH, CHRISTCHURCH AND POOLE SHADOW OVERVIEW AND SCRUTINY COMMITTEE

Date: Wednesday 9 January 2019 at 6.00 pm

Venue: HMS Phoebe Committee Room, Town Hall, Bourne Avenue,  
Bournemouth BH2 6DY

Councillor	Authority
Michael Weinhonig - Chairman	Bournemouth
Lisle Smith - Vice Chairman	Christchurch
Mark Anderson	Bournemouth
Stephen Bartlett	Bournemouth
Claire Bath	Christchurch
Mike Brooke	Poole
Ian Clark	Bournemouth
David d'Orton-Gibson	Bournemouth
Malcolm Farrell	Poole
Frederick Neale	Christchurch
Jane Newell	Poole
Ron Parker	Poole
Marion Pope	Poole
Sue Spittle	Christchurch
Chris Wakefield	Bournemouth

All Members of the Shadow Overview and Scrutiny Committee are summoned to attend this meeting to consider the items of business set out on the agenda below.

The press and public are welcome to attend the public meeting commencing at **6.00pm**. To notify the proper officer of a matter relating to this agenda, or for any further information on the items to be considered at the meeting, please contact: Jill Holyoake: Tel: 01202 454715 - Email - [democratic.services@bournemouth.gov.uk](mailto:democratic.services@bournemouth.gov.uk)

Press enquiries should be directed to the Press Office: Tel: 01202 454668 - Email - [press.office@bournemouth.gov.uk](mailto:press.office@bournemouth.gov.uk)

This Notice of Meeting and all the papers mentioned within it are available at <https://bcpshadowauthority.wordpress.com/overview-and-scrutiny-committee-meetings/>

# AGENDA

Items to be considered while the meeting is open to the public

## 1. Apologies

To receive any apologies for absence from Members.

## 2. Substitute Members

To receive information on any changes in the membership of the Committee.

**Note** - where members of the Committee are unable to attend they may nominate a substitute member from the same Shadow Authority group to attend in their absence by contacting the proper officer in writing, prior to the meeting, using the contact details on this agenda.

## 3. Declarations of Interests

Councillors are required to comply with the requirements of the Localism Act 2011 regarding disclosable pecuniary interests. Declarations received will be reported at the meeting.

## 4. Confirmation of Record of Decisions

- a. To confirm the record of decisions from the meeting held on 10 December 2018, circulated at **4a**.
- b. To consider the Committee's action sheet, circulated at **4b**.

## 5. Public Issues

To receive any public questions or statements submitted in accordance with the Constitution. Further information on the requirements for submitting questions and statements is available to view at the following link:-

<https://bcpshadowauthority.files.wordpress.com/2018/07/public-participation-e28093-extract-from-the-constitution.pdf>

The deadline for the submission of public questions is 10.00 am on Thursday 3 January 2019.

The deadline for the submission of a statement is 12.00 noon on Tuesday 8 January 2019.

**Note:** The Report in relation to Agenda Item 6 overleaf is due for consideration by the Shadow Executive Committee on Tuesday 15 January 2018. Members are asked to consider this report in advance of the meeting, which once published will be available to view online at the following link:  
<https://moderngov.bcpshadowauthority.com/ieListMeetings.aspx?CId=138&Year=0>

## **6. Local Government Reorganisation (LGR) Programme Update**

To consider an update from officers on the progress of the LGR Programme.

Note: The Shadow Executive report on this item will be published on 7 January 2019 at the following address:

<https://moderngov.bcpshadowauthority.com/ieListMeetings.aspx?CIId=138&Year=0>

## **7. Rapporteur Updates**

To consider verbal update reports from named rapporteurs on the strategic activity taking place under Service Delivery Boards and any risks identified.

## **8. Overview and Scrutiny Committee Forward Plan**

The Committee is asked to consider and approve its forward plan - circulated at '8'.

In their considerations, Members will also be asked to take account of any additions to the Shadow Executive Forward Plan of Key Decisions, and whether scrutiny is required. This is available to view at the following link:

<https://moderngov.bcpshadowauthority.com/mgListPlans.aspx?RPId=138&RD=0&bcr=1>

Members are asked to confirm items for inclusion on the agenda of the next Overview and Scrutiny Committee on 7 February 2019.

## **9. Calendar of meetings**

To note the calendar of meetings for the Committee as follows:

7 February 2019 - Venue: Christchurch Civic Offices, Council Chamber

6 March 2019 - Venue: Poole Civic Offices, Cattistock Room

- 10. Any other business of which notice has been received before the meeting and by reason of special circumstances, which shall be specified in the record of decisions, the Chairman is of the opinion that the items should be considered as a matter of urgency.**

**31 December 2018**

**Jane Portman**

**Designated Interim Head of Paid Service**

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**OVERVIEW AND SCRUTINY COMMITTEE**

**MONDAY, 10TH DECEMBER, 2018**

4a

**Present:**

Councillor Michael Weinhonig (Chairman)  
Councillor Lisle Smith (Vice Chairman)  
Councillor Mark Anderson  
Councillor Stephen Bartlett  
Councillor Claire Bath  
Councillor Mike Brooke  
Councillor Judy Butt  
Councillor Ian Clark  
Councillor David d'Orton-Gibson  
Councillor Malcolm Farrell  
Councillor Mark Howell  
Councillor Frederick Neale  
Councillor Ron Parker  
Councillor Chris Wakefield

**Also in Attendance:**

Councillor Phillip Broadhead  
Councillor Simon Bull  
Councillor Cheryl Johnson  
Councillor Jane Kelly  
Councillor David Kelsey  
Councillor Pat Oakley  
Councillor Ann Stribley

**Officers:**

Jane Portman, Interim Head of Paid Service  
Tanya Coulter, Interim Monitoring Officer  
Adam Richens, Interim Section 151 Officer  
Julian Osgathorpe, LGR Programme Director  
Mark Axford, Head of Planning (BBC)  
Richard Genge, Development Manager (BoP)  
Jane Lynch, Head of Planning (CBC)  
Paul Hudson, Partnership Manager (SVPP)  
Paul Knevett, Benefits Services Manager (SVPP)  
Lindsay Marshall, Overview and Scrutiny Specialist  
Chris Harrod, Democratic and Overview and Scrutiny Officer  
Joseph Tyler, Democratic and Overview and Scrutiny Officer

**44     Apologies**

Apologies for absence were received from Councillors Jane Newell, Marion Pope and Sue Spittle.

**45     Substitute Members**

Councillor Judy Butt substituted for Councillor Jane Newell  
Councillor Mark Howell substituted for Councillor Marion Pope

**46     Declarations of Interest**

There were no declarations of disclosable pecuniary interest.

**47     Confirmation of Record of Decisions**

- a.     The record of decisions of the meeting held on 1 November 2018 was confirmed as an accurate record.
- b.     The Committee's action sheet was noted.

**48     Public Issues**

There were no public issues.

**49     Local Government Reorganisation (LGR) Programme Update**

Julian Osgathorpe, LGR Programme Director, introduced a report which set out the progress that had been achieved during the last period and set out the position of the numerous programme Boards. He stated that it had become apparent that there was a need to review several policies with a view to integrating best practices ready for vesting day.

Officers responded to Members comments and requests for clarification, details included:

- There were two types of risk that needed to be closely monitored as the programme progressed, the first of which related to the Budget and the MTFP. There were savings totalling approximately £12M to make and it was expected that the vast majority of this sum would be delivered through adjustments of economies of scale. The second risk to the programme was that of not taking opportunities to improve services through various means and it was crucial that where an opportunity presented itself, it was not missed.
- It was of utmost importance that both the Shadow Authority and the new authority, from April 2019, took an approach to "think big and be bold" in a bid to not only maintain, but also improve existing services.
- Officers were currently preparing business continuity and emergency plans ready for vesting day, this was a legal requirement.

**DECISION MADE:**

That the updates provided on the Local Government Reorganisation Programme be noted.

**50     Local Council Tax Support Scheme (LCTSS) 2019/20**

Paul Hudson, Partnership Manager, SVPP, introduced a report which set out the arrangements for the proposed Local Council Tax Support Scheme 2019/20. He explained that the scheme had been designed to be fair and accessible to those residents that would be most in need.

Officers responded to Members comments and requests for clarification, details included:

- Many residents across the conurbation that were utilising an existing support scheme were already on the 20% liability rate that was already in place across Bournemouth and Poole, with only those in need of the scheme in Christchurch on a liability rate of 8.5%
- Additional support would be made available to those that would experience hardship as a direct result of the proposed changes.

- The reason behind setting this rate was to align the existing rates into one policy as it would not be possible to have different rates in different areas of the conurbation.
- Over 1100 consultation forms had been sent out but only 36 had been returned despite the best efforts of Officers to encourage as higher response rates.
- Officers would be working hard to ensure that claimants of the Support Scheme were kept well informed of the changes and that they were easily able to contact the council tax team if they had any concerns or required extra support.
- This scheme was separate to Council Tax Harmonisation and the would relate to each claimant's circumstances.

**DECISION MADE:**

That the Overview and Scrutiny Committee endorse the recommendations detailed within the report on the understanding that adequate support would be provided to claimants that needed it.

**51 Consolidated Medium Term Financial Plan (MTFP) Updates**

Adam Richens, Interim Section 151 Officer, introduced the report which set out the progress made in the development of the Medium Term Financial Plan (MTFP) and a robust balanced budget for 2019/20.

Officers responded to Members comments and requests for clarification, details included:

- The New Local Authority would be dealing with far larger numbers than previously seen before due to increased budgets, assets and liabilities and, as such, would need to become accustomed to dealing with them on a more regular basis.
- Unearmarked reserves would be held for the financial year 2019/20 and would act as a contingency if required.
- A process for dealing with the existing three authority's many assets and liabilities had been established and all would become the assets and liabilities of BCP unless devolved to various town and parish councils, and a process for doing so was also in place.
- At this point in time it was impossible to identify a surplus in the budget and it would be irresponsible to speculate that this could happen.
- There was no expectation that there would be an increase in staffing beyond merging teams from Bournemouth, Christchurch and Poole, no extra resource would be made available at this point.
- BCP would absorb the cost of the Charter Trustees for its initial year but the cost would then be charged as a small precept from 2020/21.

**DECISION MADE:**

That the Overview and Scrutiny Committee endorse the recommendations detailed within the report.

**52 Bournemouth, Christchurch and Poole (BCP) Authority Constitution**

Tanya Coulter, Interim Monitoring Officer and Councillor Phillip Broadhead introduced a report which provided the Committee with an oversight of the work of the Governance Task and Finish Group to date. It was explained that there were 12 work streams underway and that the Task and Finish Group were now seeking views on some elements of the proposed constitution that was being developed. It was highlighted to Members that any constitution, once adopted, should be monitored for a minimum period of 12-18 months to ensure that it was fit for purpose.

There were several elements to the report that was being presented to Members tonight which consisted of:

- Proposed Planning Committee arrangements
- Proposed Licensing Committee Arrangements
- Proposed Audit and Governance Committee Arrangements
- Proposed Appeals Committee Arrangements
- Proposed Overview and Scrutiny Structure
- Elements of a Proposed Constitution

Officers responded to Members' comments and requests for clarification, details included:

- Interim arrangements as detailed in article 15 of the proposed constitution were still a work in progress and it was likely that these could change.
- Members were encouraged to take a view on what would be a suitable time limit for questions from members and members of the public.
- There was a need to set out a clear process for how Members could influence the planning process, including how applications could be referred to Committee, and work would be undertaken to ensure that definitions were contained within the scheme of delegation and that it was easy to navigate and interpret.
- Officers and the Task and Finish Group were seeking a clear steer on some of the details that needed to be included as part of the constitution, hence why there were a number of missing details in the documents before the Committee.
- Officers would look at including a provision which allowed Members to call in Officer decisions.
- Certain documents were considered as confidential and should not be disclosed to the public if they contained sensitive information such as personal or commercially sensitive information which would put the council's interests at risk. It was the responsibility of officers to indicate to Members when information should not be disclosed and provide a reason as to why it should not be disclosed. This was a legal position.

Cllr Malcolm Farrell left the Meeting at 19:57

- It was the role of the ward member to pick up on a planning application that was attracting a great deal of public interest to ensure that it went to a Committee, rather go because it had reached a certain threshold. This was considered best practice.
- For a planning application to be considered by the committee it would need to comply with the planning scheme of delegation.
- The Task and Finish group would need to look at the issue of Prayers as part of Council and establish whether or not it fits into the Council's agenda of being inclusive to all. The Committee's views on this matter would be appreciated.

Councillor Ron Parker left the Meeting at 20:12

Councillor Ann Stribley addressed the Committee in her capacity as Lead Member for the O&S Design Group and set out the recommendations as detailed at Appendix A and the structure as detailed at Appendix B

Councillor Stribley and Officers responded to Members' comments and requests for clarification, details included:

- The concept of a Listening Committee was a new tool that allowed residents to engage with their local councils and was based on a model established by Kensington and Chelsea Councils following certain events that had occurred within the areas of both local authorities and was now considered best practice by the Centre for Public

Scrutiny. There were various methods of engagement that could be utilised by the committee but it would need to be driven by the public and it would also need to be adaptable.

- The proposed structure allowed for a number of working groups to be established which could focus on certain issues in greater detail before bringing a final report back to the parent committee.
- The structure would be kept under review for a period of 18-24 months to ensure it was effective.
- The proposed O&S Board would have a similar role as the existing Shadow O&S Committee and could scrutinise anything it saw fit. The proposed Children's Services and Health Overview and Scrutiny Committees would ease the pressure of the main Board and would allow it to focus on other issues. This was considered best practice by the Centre for Public Scrutiny.
- The Centre for Public Scrutiny had held a conference in the week preceding the meeting and had highlighted the pressure that Councils were under financially and that there was therefore a need for Councils to scrutinise a small number of issues that it could add value to.
- The proposed structure created more accountability.
- All Councillors had the right to request that an item be considered by scrutiny if there were clear reasons for doing so, regardless of what arrangements were in place.
- These proposals were an opportunity to design an exemplary scrutiny model that could improve the outcomes for residents of the conurbation through effective scrutiny.
- There were area forums in Bournemouth but these were not council led and although members were invited to attend, some of the forums were more effective than others.
- Issues requiring close oversight could be monitored by sub-committees of the proposed Board which would provide opportunity for oversight of specific issues that were seen as a priority.

A Member put forward a motion that proposed the existing overview and scrutiny arrangements remained the same as at present for at least 12 months after the inception of BCP before they were reviewed to allow the Governance Task and Finish Group to have adequate time to fully consider suitable arrangement.

The proposal was seconded, but upon being put to the vote, LOST.

The Overview and Scrutiny Specialist explained to Members that these proposals were in draft form and that Appendix A was a set of principles and were by no means in a concrete form. It was highlighted that feedback would be taken on board by the Task and Finish Group and that the proposals would be further developed with a view to being finalised in January.

#### **DECISION MADE:**

That the Overview and Scrutiny Committee supports the developing proposals for the various aspects of the BCP constitution, and the proposals relating to overview and scrutiny as outlined at Appendix A of the Report.

Councillor Mark Anderson left the Meeting at 21:02

## **53 Rapporteur Updates**

The Committee considered verbal updates from its appointed rapporteurs on strategic activity taking place under the four Service Delivery Boards and were pleased to note there were no risks highlighted which required further scrutiny.

**54 Overview and Scrutiny Committee Forward Plan**

The Overview and Scrutiny Specialist highlighted a new addition to the Shadow Executive Forward Plan which covered safeguarding arrangements and sought to establish whether the Overview and Scrutiny Committee wished to scrutinise the proposals.

The Vice-Chairman stated that she felt it important that the Committee looked at the proposals and requested that it be added to the Forward Plan with the agreement of the Committee.

The Committee reflected this view.

**DECISION MADE:**

That the Forward Plan as set out be agreed, subject to the addition of the safeguarding item.

**55 Calendar of Meetings**

Members noted the Calendar of Meetings.

**56 Any other business of which notice has been received before the meeting and by reason of special circumstances, which shall be specified in the record of decisions, the Chairman is of the opinion that the items should be considered as a matter of urgency.**

There was no urgent business

The meeting finished at 9.12pm.

Contact: Chris Harrod, Democratic and Overview & Scrutiny Officer

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**Duration of the meeting:** 6.09 - 9.12 pm

Chairman at the meeting on  
Monday, 10 December 2018

## ACTION SHEET - BOURNEMOUTH, CHRISTCHURCH AND POOLE SHADOW OVERVIEW AND SCRUTINY COMMITTEE

Minute number	Item	Action* *Items remain until action completed.	Benefit
<b>Actions arising from Committee meeting: 1 November 2018</b>			
40	<b>Rapporteur updates</b>	<p>The Interim Head of Paid Service agreed to report back to the Committee on the following:</p> <ul style="list-style-type: none"> <li>• Timescales for when residents would be advised of any changes in client / staff relationships resulting from TUPE arrangements for the new BCP council.</li> <li>• Percentage of services likely to have a surplus or deficit of staff - to be reported at an appropriate time once known.</li> </ul>	To provide assurance to the Committee that issues raised by Members are being addressed.
<b>Actions arising from Committee meeting: 10 December 2018</b>			
50	<b>Local Council Tax Support Scheme (LCTSS) 2019/20</b>	<p>The following was recommended to the Shadow Executive Committee:</p> <p>That the recommendations contained within the report were endorsed by the O&amp;S Committee on the understanding that adequate support would be provided to claimants that needed it.</p> <p><i>✓ Actioned - the recommendation was considered by the Shadow Executive meeting of 12 December.</i></p>	The Executive is aware that O&S has good understanding of the LCTSS item and the impact on claimants and is in support of the recommendations.

Minute number	Item	Action* *Items remain until action completed.	Benefit
51	<b>Consolidated Medium Term Financial Plan (MTFP) Updates</b>	<p>The following was recommended to the Shadow Executive Committee:</p> <p>That the recommendations contained within the report were endorsed by the O&amp;S Committee.</p> <p><i>✓ Actioned - the recommendation was considered by the Shadow Executive meeting of 12 December.</i></p>	The Executive is aware that O&S has good understanding of the MTFP update and is in support of the recommendations.
52	<b>BCP Authority Constitution</b>	<p>Comments made throughout the meeting were noted by Officers and members involved in the Constitution workstream, for taking account of in further development of the constitution.</p> <p>The following was recommended to the Governance T&amp;F Group:</p> <p>That the Overview and Scrutiny Committee supports the developing proposals for the various aspects of the BCP constitution, and the proposals relating to overview and scrutiny as outlined at Appendix A of the Report.</p> <p><i>✓ Actioned - comments passed to the Governance T&amp;F Group and O&amp;S Design Working Group.</i></p>	To assist in the continued drafting of the BCP constitution.
54	<b>Forward Plan</b>	The Committee agreed to add the following item to its February agenda:	In keeping with the Committee's agreed risk focus, to ensure that the item is sufficiently scrutinised.

Minute number	Item	Action* *Items remain until action completed.	Benefit
		<p>The Future of Safeguarding Children's Partnership Arrangements</p> <p><i>✓Actioned - added to the Committee's Forward Plan.</i></p>	

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## Forward Plan – BCP Shadow Overview and Scrutiny Committee

**Note – the Overview and Scrutiny Committee has assessed and prioritised items on this Forward Plan based on O&S members' view of the risk associated with the item and the value to be added by O&S engaging with it.**

	<b>Subject</b>	<b>Anticipated benefits of consideration by O&amp;S</b>	<b>How will the scrutiny be done?</b>	<b>Officer writing the report</b>
	<b>Meeting date 9 January 2019</b>			
<b>1.</b>	<b>LGR Programme Update (monthly – Executive Committee item)</b> Update on progress and timescales in respect of the adopted programme to implement LGR for the BCP unitary authority.	Provides O&S with regular updates on key milestones within the Programme. By being well informed, O&S can better identify areas for further scrutiny.  Also allows O&S to monitor work streams and make suggestions should it feel there are omissions within the reported Programme activity.	O&S members identified this as a low risk issue which provides information to inform wider scrutiny work.  To be received within regular O&S Committee meetings – provides opportunity for public input and awareness. Brief time slot required.  Where meetings are not held, to be received informally, by email, briefings, or in BCP members' newsletters.	Julian Osgathorpe

	<b>Subject</b>	<b>Anticipated benefits of consideration by O&amp;S</b>	<b>How will the scrutiny be done?</b>	<b>Officer writing the report</b>
<b>2.</b>	<b>Rapporteur Updates (monthly)</b> Verbal update reports from named O+S rapporteurs on the strategic activity taking place under Service Delivery Boards and any risks identified.	Rapporteurs are responsible for cultivating informal dialogue with relevant Executive members to understand activity taking place under Service Delivery Boards. Reporting of this information to Committee meetings will allow the O&S Committee to keep abreast of activity, gain greater understanding of risks relating to transition and better prioritise the Committee work load according to identified risk.	Verbally, at each Committee meeting.	Member led process.
<b>Meeting date 7 February 2019</b>				
<b>3.</b>	<b>LGR Programme Update (monthly – Executive Committee item)</b> Update on progress and timescales in respect of the adopted programme to implement LGR for the BCP unitary authority.	Provides O&S with regular updates on key milestones within the Programme. By being well informed, O&S can better identify areas for further scrutiny.  Also allows O&S to monitor work streams and make suggestions should it feel there are omissions within the reported Programme activity.	O&S members identified this as a low risk issue which provides information to inform wider scrutiny work.  To be received within regular O&S Committee meetings – provides opportunity for public input and awareness. Brief time slot required.	Julian Osgathorpe

	Subject	Anticipated benefits of consideration by O&S	How will the scrutiny be done?	Officer writing the report
			Where meetings are not held, to be received informally, by email, briefings, or in BCP members' newsletters.	
4.	<p><b>Medium Term Financial Plan (MTFP) 2019-2021 and Budget 2019/20, including Council Tax</b></p> <p>To consider a report to the Shadow Executive Committee, recommending to the Shadow Authority:</p> <ul style="list-style-type: none"> <li>a) Approval of the Medium Term Financial Plan (MTFP) and 2019/20 Budget for the BCP Unitary Authority.</li> <li>b) Approval of the 2019/20 Council Tax to be applied in each of the relevant areas.</li> </ul>	O&S will add value by maintaining close oversight on the developing MTFP – ensuring service delivery can continue in preceding authorities whilst the LGR Programme is funded, and that the Programme does not negatively impact on the MTFP of the future BCP authority.	O&S members identified this as a high risk issue requiring focused scrutiny as a substantive item in Committee, coupled with informal briefings / further information on aspects identified by O&S as appropriate (to ensure good understanding by O&S in order that Members can provide effective scrutiny).	Adam Richens
5.	<p><b>HRA Budget Setting 2019/20 to 2021/22</b></p> <p>To consider a report to the Shadow Executive Committee, recommending to the Shadow Authority the approval of the HRA Budget for the BCP Unitary Authority.</p>	The HRA Budget Setting process involves the joining of HRA budgets from preceding authorities in readiness for the establishment of the new local authority. Scrutinising the report with an agreed 'risk' focus, O&S will bring added value to the process.	As a substantive item in Committee.	Adam Richens

	<b>Subject</b>	<b>Anticipated benefits of consideration by O&amp;S</b>	<b>How will the scrutiny be done?</b>	<b>Officer writing the report</b>
<b>6.</b>	<p><b>The Future of Safeguarding Children's Partnership Arrangements</b></p> <p>To consider a report to the Shadow Executive on proposals for new Safeguarding Children's Partnership arrangements for Bournemouth, Poole and Dorset in line with new government guidance and legislation.</p>	To be completed	To be completed	Jan Thurgood
<b>7.</b>	<p><b>BCP Constitution</b></p> <p>To consider and make recommendations to the Shadow Executive Committee on the constitution proposed for the new BCP authority. The work is being led by the Executive Task and Finish Group on Governance, with input from the O&amp;S Working Group on O&amp;S Design.</p>	Further to the update provided to members at the December meeting, O&S will have an opportunity to consider the final proposed version of the constitution for the new local authority.	<p>Substantive Committee report.</p> <p>To include final verbal update from the O&amp;S Design Working Group which will conclude its work in December 2018.</p>	Tanya Coulter
<b>8.</b>	<p><b>Rapporteur Updates (monthly)</b></p> <p>Verbal update reports from named O+S rapporteurs on the strategic activity taking place under Service Delivery Boards and any risks identified.</p>	Rapporteurs are responsible for cultivating informal dialogue with relevant Executive members to understand activity taking place under Service Delivery Boards. Reporting of this information to Committee meetings will allow the O&S	Verbally, at each Committee meeting.	Member led process.

	Subject	Anticipated benefits of consideration by O&S	How will the scrutiny be done?	Officer writing the report
		Committee to keep abreast of activity, gain greater understanding of risks relating to transition and better prioritise the Committee work load according to identified risk.		
	<b>Meeting date 6 March 2019</b>			
9.	<b>LGR Programme Update (monthly – Executive Committee item)</b> Update on progress and timescales in respect of the adopted programme to implement LGR for the BCP unitary authority.	Provides O&S with regular updates on key milestones within the Programme. By being well informed, O&S can better identify areas for further scrutiny.  Also allows O&S to monitor work streams and make suggestions should it feel there are omissions within the reported Programme activity.	O&S members identified this as a low risk issue which provides information to inform wider scrutiny work.  To be received within regular O&S Committee meetings – provides opportunity for public input and awareness. Brief time slot required.  Where meetings are not held, to be received informally, by email, briefings, or in BCP members' newsletters.	Julian Osgathorpe
10.	<b>Preceding Authorities' Scrutiny Headlines</b> To receive a report detailing identified scrutiny priorities, issues being	The Shadow O&S Committee will add value by co-ordinating information on current scrutiny priorities within preceding authorities, in order that	This item has not been assessed on a risk basis.	Lindsay Marshall

	<b>Subject</b>	<b>Anticipated benefits of consideration by O&amp;S</b>	<b>How will the scrutiny be done?</b>	<b>Officer writing the report</b>
	monitored and ongoing reviews from preceding authority scrutiny bodies.	BCP may receive and consider these within its future O&S work planning.	To be received in a report format as a substantive item in Committee, providing an audit trail of scrutiny priorities from preceding authorities. To be recommended to the new BCP authority O&S body for its consideration.	
<b>11.</b>	<b>Rapporteur Updates (monthly)</b> Verbal update reports from named O+S rapporteurs on the strategic activity taking place under Service Delivery Boards and any risks identified.	Rapporteurs are responsible for cultivating informal dialogue with relevant Executive members to understand activity taking place under Service Delivery Boards. Reporting of this information to Committee meetings will allow the O&S Committee to keep abreast of activity, gain greater understanding of risks relating to transition and better prioritise the Committee work load according to identified risk.	Verbally, at each Committee meeting.	Member led process.
	<b>Meeting date TBC</b>			
<b>12.</b>	<b>LGR Disaggregation – assets and liabilities and next steps</b> As agreed at the Committee meeting of 18 July, to consider the output of	O&S will add value by providing challenge of this key LGR Programme work stream and maintaining oversight of related activity.	O&S members identified the disaggregation work stream as a high risk issue owing to its integral part in the BCP 2019-20 budget	Adam Richens

	<b>Subject</b>	<b>Anticipated benefits of consideration by O&amp;S</b>	<b>How will the scrutiny be done?</b>	<b>Officer writing the report</b>
	disaggregation relating to assets and liabilities, when available; and to receive updates on next steps relating to disaggregation.		process, to be considered as a substantive item in Committee. Updates relating to disaggregation may be provided on an informal basis, as appropriate according to timescales.  Note: Interim S151 Officer has indicated intention to include as part of Medium Term Financial Plan update report	
<b>13.</b>	<p><b>Programme Resources – resources for the implementation of the LGR Programme</b></p> <p>To provide the next stage of resource analysis and requirement following on from previous consideration of resources required to support the Programme.</p>	<p>This report relates to the allocation of resources to continue the work of the LGR Programme. Resources may be required from a centrally held budget or in the form of contributions from the preceding authorities.</p> <p>O&amp;S can add value by focusing its scrutiny along the lines of risks associated with this matter.</p>	<p>O&amp;S members identified this as a high risk issue requiring focused scrutiny as a substantive item in Committee.</p> <p>At 11 October 2018 O&amp;S Committee meeting, members agreed to receive these reports at Committee whenever they were available.</p>	Julian Osgathorpe
	<b>Other scrutiny</b>			
<b>14.</b>	<p><b>Pre-Committee sessions</b></p> <p>To be held monthly 5-5.45pm prior to Committee meetings to provide</p>	Provides O&S with clarity on queries raised in relation to the remit of the Committee. By being well informed,	By informal session open to all BCP members. This will ensure that Committee time is reserved	Various – information to be provided verbally.

	<b>Subject</b>	<b>Anticipated benefits of consideration by O&amp;S</b>	<b>How will the scrutiny be done?</b>	<b>Officer writing the report</b>
	opportunity for informal dialogue with key officers and Executive members.	O&S can better identify areas for further scrutiny.	for issues with an identified scrutiny objective.  O&S members will be asked to submit any queries by a given deadline and wider BCP members will be able to raise matters via O&S members.	
<b>15.</b>	<b>Risk Register</b>	O&S Members will maintain understanding and close oversight of the high level risk register relating to the Programme, and can use this in their agreed risk focused approach to scrutiny.	In pre-Committee briefings .	Julian Osgathorpe
<b>16.</b>	<b>Overview of LGR Programme budget</b>	Members maintain close oversight of the Programme budget, are aware of updates in relation to it and risks, should they arise. This couples the scrutiny of formal reports to be received by the Committee whenever available.	At 11 October 2018 O&S Committee meeting, members agreed to maintain oversight of the Programme budget in pre-Committee briefings.	Julian Osgathorpe