

Notice of Environment and Place Overview and Scrutiny Committee



Date: Wednesday, 19 November 2025 at 6.00 pm

Venue: HMS Phoebe, BCP Civic Centre, Bournemouth BH2 6DY

Membership:

Chairman:

Cllr C Rigby

Vice Chairman:

Cllr D d'Orton-Gibson

Cllr B Chick

Cllr J Clements

Cllr J Edwards

Cllr M Gillett

Cllr C Goodall

Cllr J Martin

Cllr A-M Moriarty

Cllr Dr F Rice

Cllr V Ricketts

All Members of the Environment and Place 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 view the live stream of this meeting at the following link:

<https://democracy.bcpCouncil.gov.uk/ieListDocuments.aspx?MIId=5919>

If you would like any further information on the items to be considered at the meeting please contact: Rebekah Rhodes or email rebekah.rhodes@bcpCouncil.gov.uk

Press enquiries should be directed to the Press Office: Tel: 01202 454668 or email press.office@bcpCouncil.gov.uk

This notice and all the papers mentioned within it are available at democracy.bcpCouncil.gov.uk

AIDAN DUNN
CHIEF EXECUTIVE

11 November 2025

**DEBATE
NOT HATE**



Available online and
on the Mod.gov app

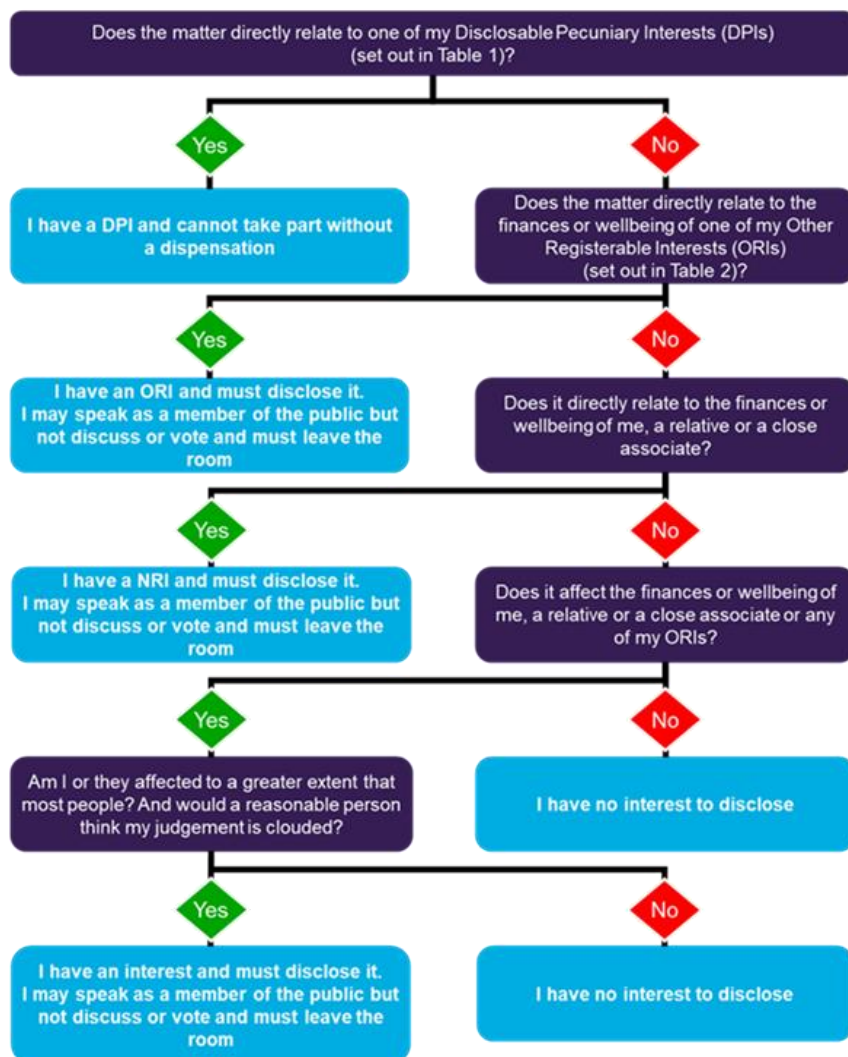


Maintaining and promoting high standards of conduct

Declaring interests at meetings

Familiarise yourself with the Councillor Code of Conduct which can be found in Part 6 of the Council's Constitution.

Before the meeting, read the agenda and reports to see if the matters to be discussed at the meeting concern your interests



What are the principles of bias and pre-determination and how do they affect my participation in the meeting?

Bias and predetermination are common law concepts. If they affect you, your participation in the meeting may call into question the decision arrived at on the item.

Bias Test

In all the circumstances, would it lead a fair minded and informed observer to conclude that there was a real possibility or a real danger that the decision maker was biased?

Predetermination Test

At the time of making the decision, did the decision maker have a closed mind?

If a councillor appears to be biased or to have predetermined their decision, they must NOT participate in the meeting.

For more information or advice please contact the Monitoring Officer

Selflessness

Councillors should act solely in terms of the public interest

Integrity

Councillors must avoid placing themselves under any obligation to people or organisations that might try inappropriately to influence them in their work. They should not act or take decisions in order to gain financial or other material benefits for themselves, their family, or their friends. They must declare and resolve any interests and relationships

Objectivity

Councillors must act and take decisions impartially, fairly and on merit, using the best evidence and without discrimination or bias

Accountability

Councillors are accountable to the public for their decisions and actions and must submit themselves to the scrutiny necessary to ensure this

Openness

Councillors should act and take decisions in an open and transparent manner. Information should not be withheld from the public unless there are clear and lawful reasons for so doing

Honesty & Integrity

Councillors should act with honesty and integrity and should not place themselves in situations where their honesty and integrity may be questioned

Leadership

Councillors should exhibit these principles in their own behaviour. They should actively promote and robustly support the principles and be willing to challenge poor behaviour wherever it occurs

AGENDA

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

1. Apologies

To receive any apologies for absence from Councillors.

2. Substitute Members

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

Note – When a member of a Committee is unable to attend a meeting of a Committee or Sub-Committee, the relevant Political Group Leader (or their nominated representative) may, by notice to the Monitoring Officer (or their nominated representative) prior to the meeting, appoint a substitute member from within the same Political Group. The contact details on the front of this agenda should be used for notifications.

3. Declarations of Interests

Councillors are requested to declare any interests on items included in this agenda. Please refer to the workflow on the preceding page for guidance.

Declarations received will be reported at the meeting.

4. Confirmation of Minutes

To confirm and sign as a correct record the minutes of the Meeting held on 8 October 2025.

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5. Public Issues

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

<https://democracy.bcpCouncil.gov.uk/ieListMeetings.aspx?CommitteeID=151&Info=1&bcr=1>

The deadline for the submission of public questions is mid-day Thursday 13 November 3 clear working days before the meeting.

The deadline for the submission of a statement is midday Tuesday 18 November the working day before the meeting.

The deadline for the submission of a petition is Tuesday 4 November 10 working days before the meeting.

ITEMS FOR INFORMATION ONLY

6. Overview and Scrutiny Annual Report

This is the annual report of the Statutory Scrutiny Officer on Overview and Scrutiny (O&S) activity within BCP Council. There is a requirement to report on the work of O&S to the O&S Board and Committees and then to

11 - 102

Council. This promotes visibility of the O&S function and Council ownership of activity and any improvements required.

The annual report contains a summary and analysis of O&S activity during 2024-25, reflections on working practices and identified improvements to strengthen the O&S function.

This report version is for consideration by the O&S Board and O&S committees, providing opportunity for comment prior to the supply of the final report to Council. The Council will be the decision maker on any recommendations for change within the report. The final report to Council will be updated to incorporate the views of the O&S Board and Committees on these recommendations.

ITEMS OF BUSINESS

7. Waste Strategy for Bournemouth, Christchurch and Poole Council 2026-2036

103 - 220

With the UK Government progressing major waste legislation and policy reforms, the Waste Strategy for BCP Council 2026-36 has been drafted setting out clear ambitions and commitments, with consideration to the key drivers for change, to provide a pathway for enhancing our waste and recycling services over the coming decade.

This strategy will direct the retender of a major waste disposal contract in 2027 and sets out ambitions and supporting actions for progressing towards achievement of our waste and carbon targets by 2035.

8. Southern Inshore Fisheries and Conservation Authority

For committee to consider a verbal update from FISCA on the work they do.

9. Work Plan

221 - 230

The Overview and Scrutiny (O&S) Committee is asked to consider and identify work priorities for publication in a Work Plan.

No other items of business can be considered unless the Chairman decides the matter is urgent for reasons that must be specified and recorded in the Minutes.

BOURNEMOUTH, CHRISTCHURCH AND POOLE COUNCIL
ENVIRONMENT AND PLACE OVERVIEW AND SCRUTINY COMMITTEE

Minutes of the Meeting held on 08 October 2025 at 6.00 pm

Present:-

Cllr C Rigby – Chairman

Cllr D d'Orton-Gibson – Vice-Chairman

Present: Cllr B Chick, Cllr J Clements, Cllr M Gillett, Cllr C Goodall,
Cllr J Martin and Cllr Dr F Rice

21. Apologies

Apologies were received from Cllr Vanessa Ricketts and Cllr Jackie Edwards.

22. Substitute Members

Cllr Gillian Martin was substituting for Cllr Jackie Edwards.

23. Declarations of Interests

Cllr D'Orton-Gibson declared for the purpose of transparency in relation to agenda item 7, Scrutiny of Housing Related Cabinet Reports that he worked in housing and taught Local Authorities about housing, but not BCP and he also sat on Seascape Homes.

24. Confirmation of Minutes

The minutes of the meeting held on 9 July 2025 were confirmed as an accurate record and signed by the Chair.

25. Public Issues

No public petitions or statements were received. A public statement was received from ..., who attended the meeting and read the statement as follows:

I would like to begin by expressing my gratitude for the publication of the draft Plant-Based and Reduced Meat and Dairy Position Statement and Action Plan, and to thank everyone involved for the work that has gone into producing it.

It's encouraging to finally see progress in this vital area. Shifting towards more plant-based food is essential if BCP Council is to meet its carbon reduction targets and demonstrate real climate leadership.

However, I believe the action plan could be more ambitious. For example, the current target of 20% plant-based options in Council food outlets, and

the requirement for licensed events to include at least 10% plant-based options, could and should be higher.

Raising these targets would send a stronger signal about BCP Council's commitment to sustainability, public health, and a fairer food system for all.

26. Plant-based and reduced meat and dairy diets: draft position statement and action plan

The Cabinet Member for Climate Response, Environment and Energy presented a report, a copy of which had been circulated to each Member and a copy of which appears as Appendix 'A' to these Minutes in the Minute Book. The Committee was informed that following questions to Council from several members of the public on the Council's stance on plant-based diets in relation to climate change, the Chair and Vice Chair of the Environment & Place Overview & Scrutiny Panel requested a preliminary discussion paper on the issue in order to stimulate debate.

A review of the discussion paper by the Overview and Scrutiny committee on 11 September 2024, resulted in the committee requesting that officers review the suggested draft position statement and develop a set of Specific, Measurable, Achievable, Realistic and Time-bound (SMART) actions to be considered by BCP Council aimed at encouraging and promoting plant-based diets. The paper was tied mainly to the concessions and the offers they can put on their menus. Several issues were raised during discussion of the item, including:

- Definitions and clarity around “food types” in the plan, the plan mentions both Vegan and Plant-Based, which are different things, plant-based refers to dietary and vegan refers generally to where food comes from and ethical reasons. It was agreed that as the paper was around diets that the word vegan would be replaced with plant-based throughout the paper.
- Concerns were raised around the costings of wasted food if the options were not taken up. It was stated that there would need to be more good quality options that would entice people to try them and minimise wastage. There was an example given that there was a very good plant-based soft serve where you can not tell the difference which would like to be bought in but it would be how to promote it for customer to try, to minimise waste.
- There were concerns about ultra-processed vegan foods and their health/climate impact, it was stated that this could be topic for a whole item on its own. Small concession would need to compete with larger places that could buy in bulk which was something that needed to be researched.
- There was a suggestion made to involve universities in research into processed foods.
- There was a suggestion to have research into how people eat across the conurbation, things that would impact what people buy.
- There was a discussion around whether a 20% target for plant based foods on menus was ambitious enough or if that needed to be increased as 20% was only 1 in 5 meals offered. There was a

discussion on whether it should be 30% offered but that was felt to be too high for the first try. It was agreed to set the target at 25% and aim to achieve that target. The first year would be about education around plant based food and maybe discounts on items to encourage people to try them.

RESOLVED that:

- a) All mentions of the word vegan be replaced with Plant-Based throughout the paper.**

Voting: Unanimous

- b) Switching the target from 20% for plant-based concessions to 25%.**

Voting: For:8, Against:0, Abstention:1

- c) That Council adopt the position statements and strategy for plant based diets in BCP Council with the amendments above.**

Voting: Unanimous

27. Scrutiny of Housing related Cabinet reports

The Cabinet Member for Housing and Regulatory Services presented 2 reports, BCP Homes Performance Update and BCP Homes Annual Complaints Performance and Service Improvement Report, copies of which had been circulated to each Member and copies of which appears as Appendix 'B' to these Minutes in the Minute Book.

These reports were taken as 1 item as they were closely linked and covered performance information on how services were delivered to council tenants.

During discussion on the item the following points were raised:

- Satisfaction measured quarterly not annually for more responsive insights. Tenant satisfaction dropped slightly from 81.2% to 79% but remains in the national top quartile.
- Average void time increased due to property condition and nomination delays.
- Void days were discussed and it was explained that that they were counted cumulatively and reset at the start of the calendar year.
- The voids were only tracked from the date a property becomes empty until re-let. The total days void in 24/25 was higher than 23/24 due to properties being in poorer condition and taking longer to get through nominations.

The second report provided information on the Council's handling of complaints related to the provision of landlord services to council tenants

and leaseholders. The report complied with the requirements within the Housing Ombudsman's Complaint Handling Code that landlords must produce an Annual Complaints Performance and Service Improvement report for scrutiny and challenge.

164 complaints were received; 16% upheld.
310 were compliments noted.

- ASB was discussed and it was stated that it could escalate throughout the year and could only be measured accurately once a year. It was recorded in the quarter it was reported in.
- It was measured in line with government reporting and the tenant satisfaction survey gave more on the story.
- When safe homes were talked about it was normally the condition of the home but now ASB was included in this.
- The team had an improvement plan in place which addressed different issues they were responding to and how they could engage.
- The team reported that they had been awarded housing provider of the year for ASB.

The team reported strong performance in damp and mould responses with rapid response teams and proactive detection. It was reported that there was a 7 – 8 day response time.

Use of Power BI for real-time tracking and reporting repairs was being tested.

It was reported that BCP homes compliance updates were reported to Cabinet and the compliance report would be provided in November or December.

A better insurance scheme had been implemented, the tenants had contents insurance and the Council had buildings insurance and the housing ombudsman was keen for tenant not to be told to go through insurance if any damages were made to property during repair. The Council would pay if they were at fault without the need for the tenant to go through insurance.

The Portfolio Holder thanked the team for their work particularly during the time of inspection when there was a period of intense work and business as usual.

Thanks were also given to members of the advisory board.

It was reported that a 5-year strategy would be presented to the Committee when it was ready.

The Chair stated that the Committee would be keen to see the Safer Neighbour Strategy, either at Committee or in a briefing.

28. Forward Plan

The Chair presented a report, a copy of which had been circulated to each Member and a copy of which appears as Appendix 'C' to these Minutes in the Minute Book.

The Environment and Place Overview and Scrutiny Committee is asked to consider and identify work priorities for its next meeting pending a wider review of its forward plan at a future meeting.

The Chair explained to the Committee that as per the email sent to the Committee the van life work had been postponed until the new year as not all stakeholders were able to make it round the table.

Due to an item on the work plan that needed to be moved due to a change to the Cabinet meeting it was going to there was a gap on the next meeting and there was a suggestion to have the inshore fisheries at the meeting. It was agreed that they would attend the next meeting and give a presentation on what they did and answer any questions.

Cllr Rice as rapporteur updated the Committee on pedestrian crossings, there was a meeting outlining the good work and progress was being made on the changing of the times on the crossings and there would be a report circulated around Christmas.

It was suggested and agreed that Play Streets be added back onto the work plan for a future update.

The Chair asked for volunteers to scope items on the work plan that need scoping due to the work planning sessions not being able to happen. Anyone wishing to volunteer was asked to contact the Chair.

The Committee agreed for the Chair and Vice Chair to agree future agenda items.

**RESOLVED that
the Overview and Scrutiny Committee discussed and agreed work priorities as listed above, for its next meeting, for subsequent publication in the Work Plan.**

Voting: Unanimous

The meeting ended at 7.40 pm

CHAIRMAN

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OVERVIEW AND SCRUTINY BOARD AND COMMITTEES



Report subject	Overview and Scrutiny Annual Report
Meeting date	To be provided to the following Overview and Scrutiny meetings: Overview and Scrutiny Board – 17 November 2025 Environment & Place O&S Committee – 19 November 2025 Children's Services O&S Committee – 25 November 2025 Health & Adult Social Care O&S Committee – 1 December 2025
Status	Public Report
Executive summary	This is the annual report of the Statutory Scrutiny Officer on Overview and Scrutiny (O&S) activity within BCP Council. There is a requirement to report on the work of O&S to the O&S Board and Committees and then to Council. This promotes visibility of the O&S function and Council ownership of activity and any improvements required. The annual report contains a summary and analysis of O&S activity during 2024-25, reflections on working practices and identified improvements to strengthen the O&S function. This report version is for consideration by the O&S Board and O&S committees, providing opportunity for comment prior to the supply of the final report to Council. The Council will be the decision maker on any recommendations for change within the report. The final report to Council will be updated to incorporate the views of the O&S Board and Committees on these recommendations.
Recommendations	It is RECOMMENDED that: 1. The Board/ Committee consider and comment on the annual report. 2. The Board/ Committee comment on the proposed recommendation to Council that the Overview and Scrutiny committee structure as outlined in figure one be agreed. 3. The Board/ Committee comment on the proposed recommendations to Council aimed at maximising the resource available for O&S work: i) for pieces of in-depth work, the constitution be

	updated to allow one scrutiny topic to be undertaken at a time across the whole O&S function, with one further topic being scoped during the same period. ii) the O&S Chairs and Vice Chairs group role be strengthened to include a responsibility to agree the priority of all work topics across the full O&S committee structure. iii) the O&S Chairs and Vice Chairs group strengthen scoping for all O&S topics by reviewing key lines of enquiry for topics on an ongoing basis to provide peer test and challenge. iv) the Monitoring Officer be delegated to make the associated updates to the Constitution.
Reason for recommendations	The Constitution requires the Statutory Scrutiny Officer to report to Council on an annual basis on the work of Overview and Scrutiny, including recommendations for any changes that may be required to ensure the function remains fit for purpose. The report must be informed by consultation with the Chairs and Vice-Chairs of the O&S Committees and referred to the four O&S Committees for comment. Consideration and comment on the annual report by the O&S Committees and Council upholds principle b) of good scrutiny, as outlined in the Constitution, that O&S shall 'be a Councillor led and owned function that seeks to continuously improve through self-reflection and development'.
Portfolio Holder(s):	Not applicable – Overview and Scrutiny is a non-executive function.
Corporate Director	Aidan Dunn - Chief Executive
Report Authors	Lindsay Marshall – Overview and Scrutiny Specialist
Wards	Council-wide
Classification	For Decision

Background

The Overview and Scrutiny Annual Report

1. [‘Overview and Scrutiny: statutory guidance for councils and combined authorities’](#) by the Ministry of Housing, Communities and Local Government (MHCLG) and the Department for Levelling Up, Housing & Communities (DLUHC), recommends that councils report annually on their Overview & Scrutiny (O&S) function and activity. The purpose of the report is to outline the activity and output of the O&S function

over the previous year and to identify improvements for the function to ensure it remains fit for purpose. This report is based on the municipal year of May 2024 - April 2025.

2. The report will be received by all O&S Committees and at a meeting of Council but is aimed at all stakeholders of O&S – this includes those within the Council, external partners, and the public and communities served by the council.
3. This is the report of the council's Statutory Scrutiny Officer, who is responsible for supporting and promoting O&S activity. Contribution has been made by other officers who provide support to O&S, and Chairs and Vice Chairs of O&S committees. Comments made by Chairs and Vice Chairs through consultation are reflected within the body of this report.

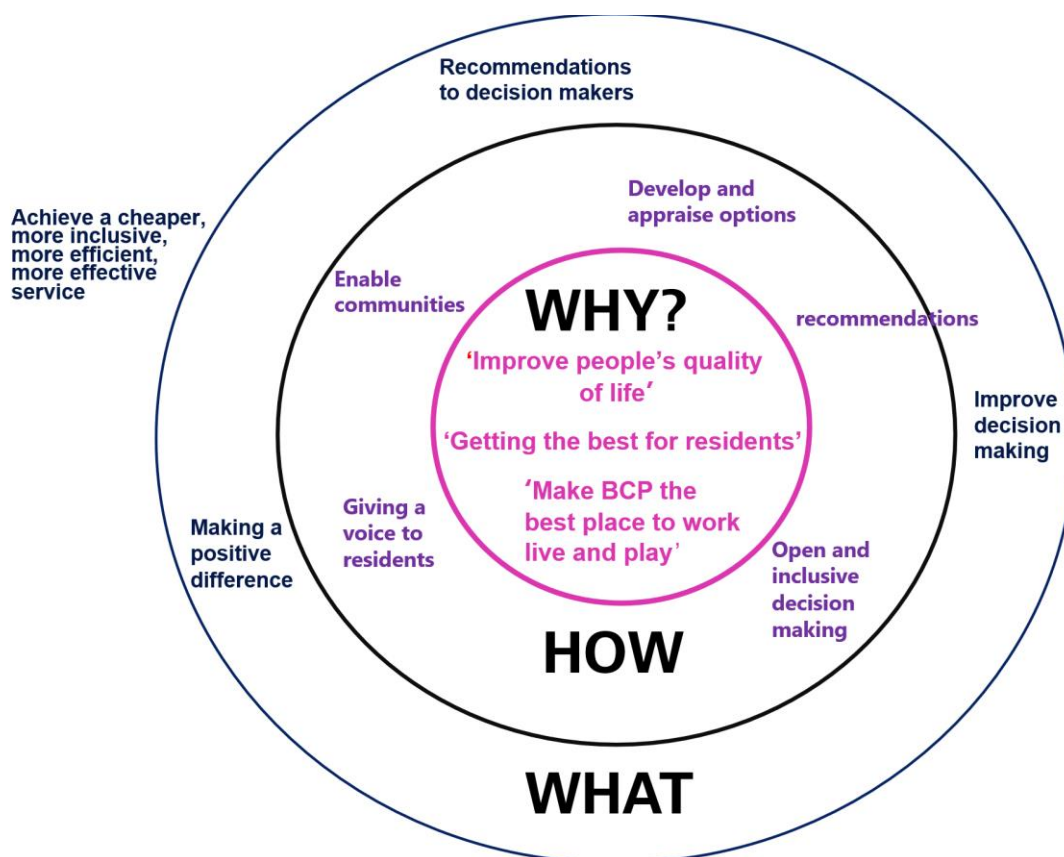
What is Overview and Scrutiny?

4. The purpose and principles of overview and scrutiny and its role in supporting the ambitions and values of the council is set out in Appendix 1.

What does good scrutiny look like?

5. There is not one definition of good scrutiny. In development workshops in 2025, stakeholders of O&S worked together to articulate their view on what good scrutiny looks like in BCP council. This is illustrated below as a 'What/How/ Why' of good scrutiny, and an outline of good scrutiny ways of working:

Good scrutiny – what/ how / why – defined by BCP O&S members, Cabinet and senior officers:



Good scrutiny – ways of working – defined by BCP O&S members, Cabinet and senior officers:

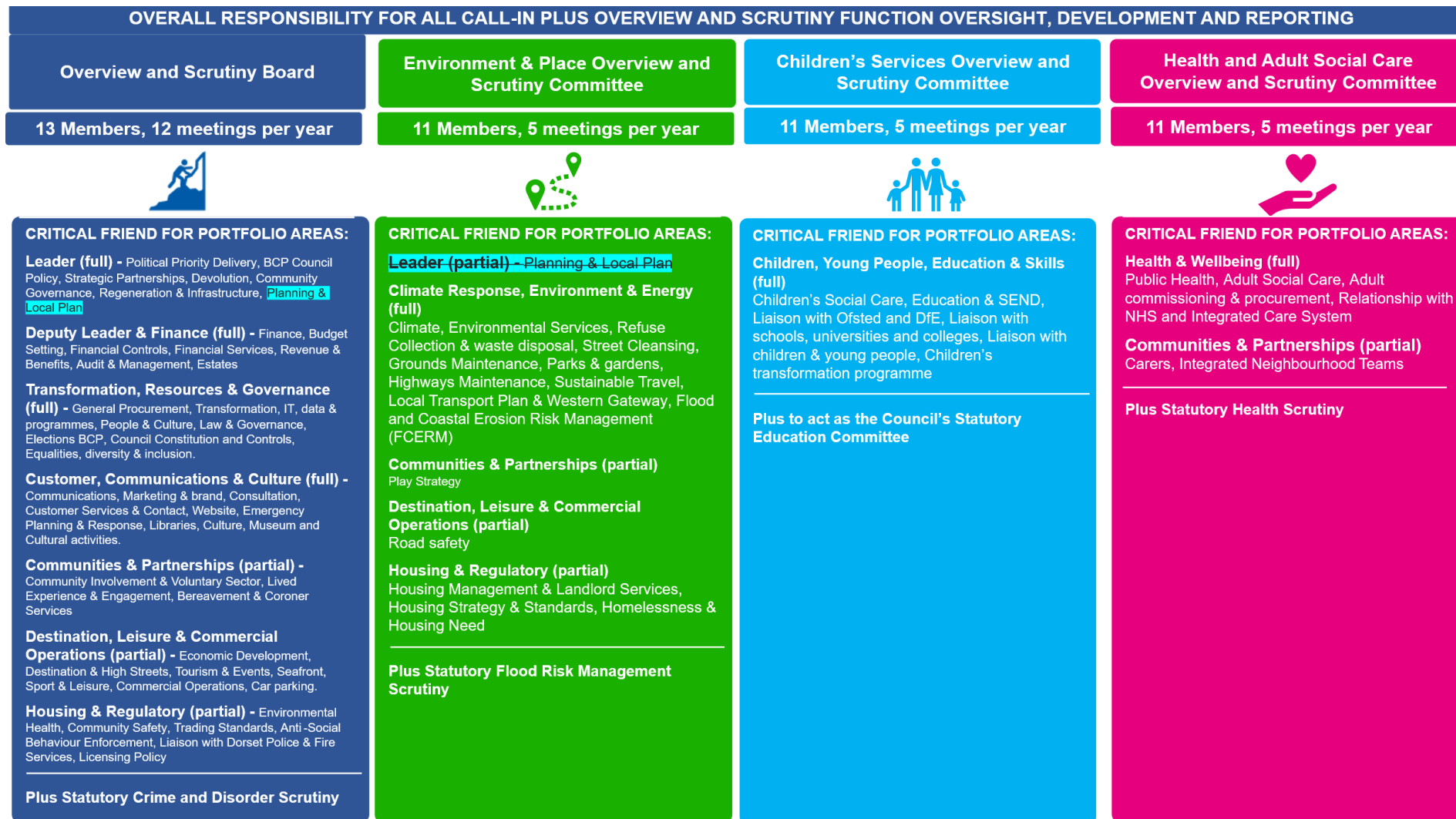
Approaches	Ask sensible questions
	Critical friend
	Sharing information
	Exploring information and data
	Wider input from members and community
Accountability	Accountability, defending decisions
	Holding systems, officers and outside bodies to account
	Asking questions of officials and portfolio holders
Policy development	A check on policy
	Adding value to the position, policy on output
	Opportunity to refine decisions and ensure views are considered
Overview and direction setting	More overview – forward looking
	Venue for fresh ideas

6. Understanding what good scrutiny looks like in BCP is important as this helps stakeholders of O&S work towards a common aim and to reflect on how well the organisation is meeting this aim. This annual report forms a key part of the reflection process and allows councillors the opportunity to refresh their understanding of the aims and purpose of scrutiny.

The Overview & Scrutiny Committee structure

7. The current Overview and Scrutiny Committee structure is illustrated in figure one below. The Council's Constitution makes provision for any changes required to the structure to be reported to Council as part of this annual report, to ensure committees remain fit for purpose. Councillors will note that 'Planning and the Local Plan' is highlighted and listed under the responsibilities of the O&S Board and removed from the responsibilities of the Environment & Place O&S Committee. This change was agreed by the Monitoring Officer in 2025 in consultation with O&S Chairs under constitution rules relating to joint working, to allow for more flexible interaction with the developing local plan through the higher frequency of O&S Board meetings. It is suggested that this now be agreed by Council as a permanent change to ensure clear lines of reporting.

Figure One – Overview and Scrutiny Committee structure



Overview & Scrutiny Activity 2024/25

8. A full outline of Overview and Scrutiny activity during this reporting year is attached at Appendix 2. This includes a summary of scrutiny topics and outcomes by committee, improvements and successes, and future aims.

Overview & Scrutiny Action Plan

9. An O&S Action Plan was agreed by Council in September 2023, to identify strategic actions to improve O&S activity in BCP Council and bring working practices in line with statutory guidance. Actions were originally planned for completion within one year but have slowed as a result of resource pressures with core service activity prioritised over action plan progression. The plan now is now at over 75% completion. More detail is set out in Appendix 2 and the full O&S Action Plan is appended to this report.

Recommendations from Council to Overview & Scrutiny

10. During 2024/25 there was a marked increase in recommendations from Council to Overview and Scrutiny committees to undertake work (detailed further in Appendix 2). This increase shows a greater council-wide understanding of the role that O&S can play in developing policy and providing critical friend test and challenge to issues of importance to councillors and residents.
11. When receiving a request for work, including requests from Council, O&S committees are required to weigh up the likely added value of any work suggestion and the resources available to it to proceed with the request. Many suggestions from Council to scrutiny have been agreed by O&S committees but not yet progressed owing to lack of work programme capacity. O&S Chairs and Vice Chairs have asked that, through this report, councillors be reminded that whilst Council can ask Overview and Scrutiny to undertake work, it is in the gift of the relevant O&S committee to determine whether to agree to this request and when to timetable work, taking account of other work programme priorities.
12. Many recommendations from Council to O&S result from motions raised by councillors. To make this process more effective, it is recommended that Councillors wishing to raise a Council motion for O&S work seek prior consultation with the relevant O&S Chair. This will enable them to gain an understanding of available O&S resources, the alignment of their motion with existing work programme priorities and so the likelihood of their work suggestion being agreed / progressing in a timely way through O&S.

Resourcing Overview & Scrutiny

Background and Challenges

13. Resources available to support Overview and Scrutiny are stretched and have been well documented in previous annual reports which are available to view as background papers. The most significant pressures relate to previous cumulative Council decisions to increase the number of O&S committees and meeting numbers over time, not matched by officer resource to support these. Accompanied by an increase in other committees also resourced by the same team (Democratic Services) the overall resource available to support Overview and Scrutiny work has reduced whilst the level of O&S and other committee activity has increased. This is illustrated in figure two below which shows the total meeting numbers resourced by the Democratic Services team.

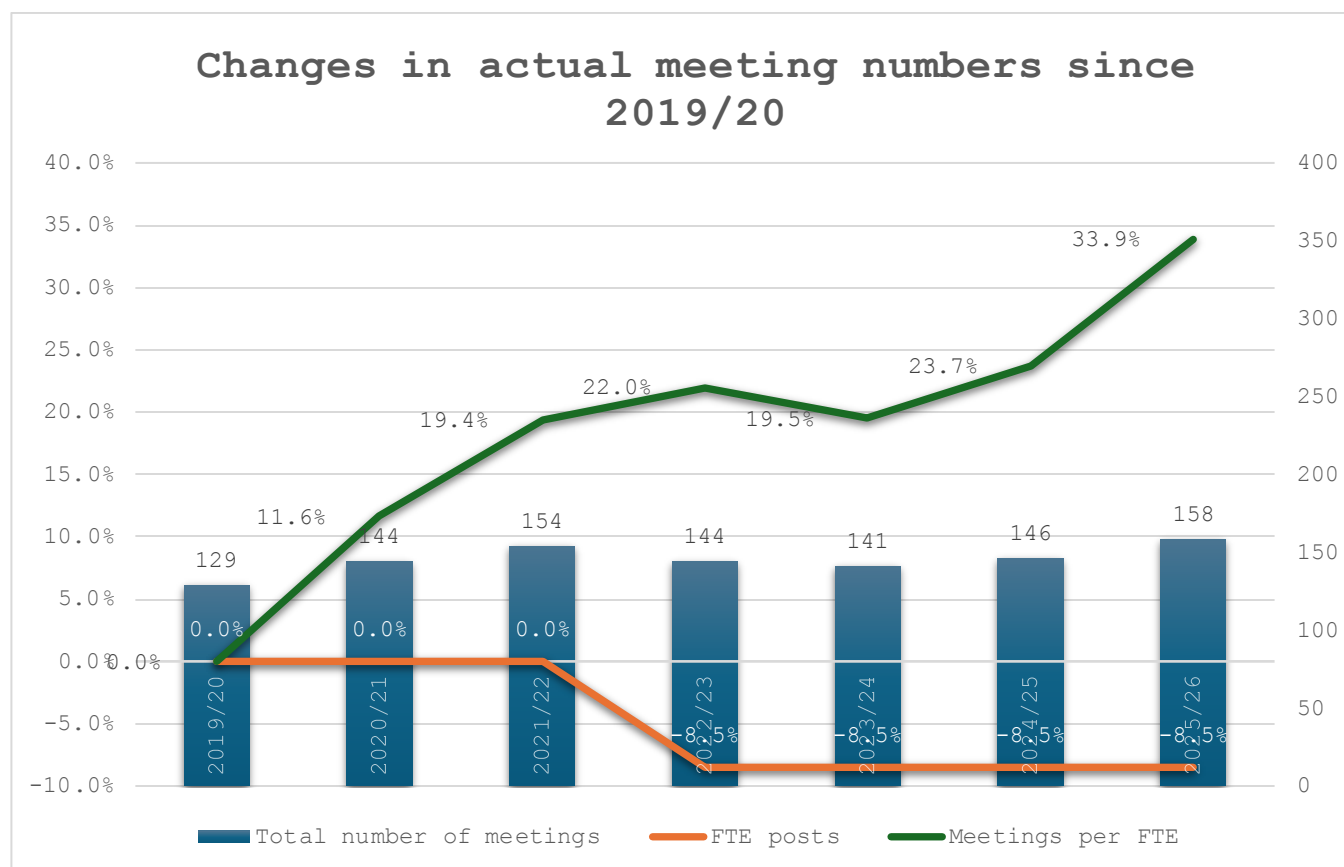


Figure Two – BCP meeting numbers in relation to Democratic Services Team resource.

14. More recently resource has been further strained by a high number of working groups and other in-depth scrutiny work (such as committee based proactive inquiries) scheduled to take place concurrently, as permitted under the constitution. An increase in work programme suggestions being received from councillors and other council bodies has also been seen, and day to day advice and guidance to councillors and officers on O&S has also increased in line with this. Whilst this reflects a healthy engagement with the O&S function and a wider understanding of the ability of O&S to undertake work which contributes to the priorities of the Council, this has added additional pressure to resources.
15. The impact of highly stretched resource has been a slow rate of progression for planned work, delays to strategic O&S work (such as annual work programme activity), limited resource available to respond to arising issues throughout the year and the likelihood that O&S outcomes have been limited in value as planned work has not benefitted from effective levels of officer support.
16. Scoping support: analysis of scrutiny outcomes in 2024/25 indicates that the current level of activity in O&S could benefit from strengthened scoping to plan for valuable outcomes. In 2024/25 an average of 25% agenda items across all O&S committee meetings led to recommendations. Whilst not all scrutiny work will lead to recommendations, this figure indicates that there is room for more targeted selection

of scrutiny topics and stronger scoping of the topics selected to ensure that O&S activity has impact.

Addressing resource challenges

Levels of concurrent work

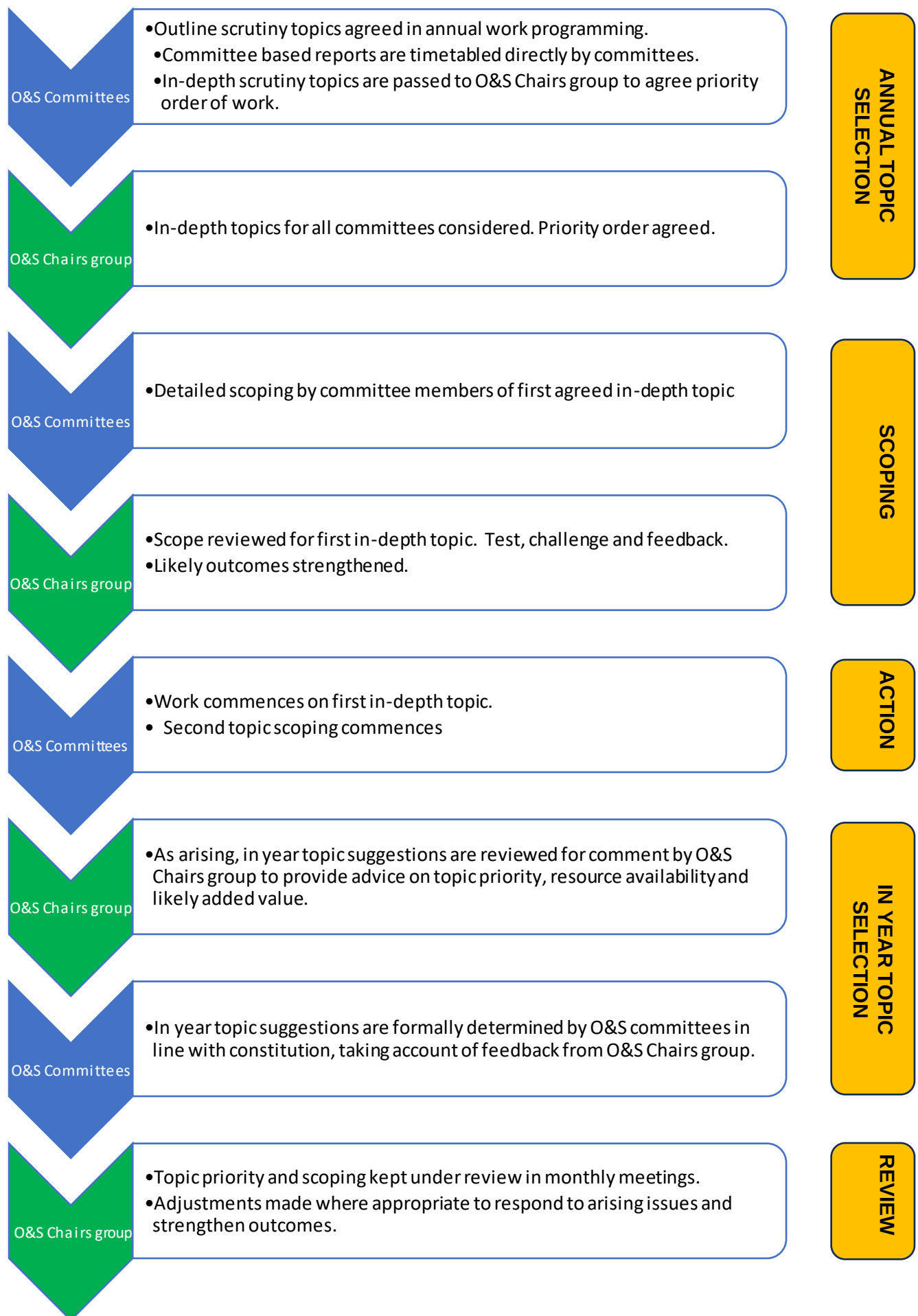
17. Under current Constitution rules, up to four committees are able to undertake one piece of in-depth work concurrently with no limit on scoping activity. This high level of concurrent activity across all O&S committees dilutes the level of officer support that is available for this purpose and risks a quantity over quality approach. To make better use of existing resources it is recommended that greater controls be placed around the use of resource for work that requires significant planning and resource to undertake (eg. working groups/ in-depth committee inquiries). **For pieces of in-depth work, it is recommended that the constitution be updated to allow one topic to be scrutinised at a time across the whole O&S function, with one further topic being scoped during the same period (Option A).** This will enable greater and more timely focus and support to selected topics in train.

Topic prioritisation

18. To agree the priority of in-depth topics, **it is recommended that the O&S Chairs and Vice Chairs group role be strengthened to include a responsibility to agree the priority of all work topics across the full O&S committee structure.** Currently, all O&S committees are able to decide their own work priorities. It is not proposed that this be changed but adding a level of O&S leadership sign off to the implementation of in-depth work will provide tighter grip to the use of resource and test and challenge to the selection of topics before work commences.

Topic scoping

19. To plan for valuable O&S outcomes, **it is recommended that the O&S Chairs and Vice Chairs group strengthen scoping for all O&S topics by reviewing key lines of enquiry for topics on an ongoing basis.** This group of O&S lead members have received a higher level of training in achieving effective O&S outcomes and are well placed to provide peer challenge.
20. Figure three below illustrates the proposed oversight to be provided by the O&S Chairs and Vice Chairs group. It is intended that this will provide opportunity for an ongoing dialogue with committees to give views on topic suggestions, resource availability and likely added value of the topics suggested. It is suggested that this be kept under continuous review to ensure that arrangements are fit for purpose.



Maximising Resource – Rapporteurs

21. Along with effective topic prioritisation, O&S resource can be maximised by a member-led approach to scrutiny that capitalises on the strengths and interests of individual committee members. An effective way to do this is through the use of rapporteurs. O&S committees have appointed more rapporteurs in 2024/25, and O&S Chairs intend to embed the use of these further in future. Rapporteurs are councillor champions appointed by an O&S committee to work independently towards an agreed remit and report back to committee. The model is suited to the progression of light touch scrutiny topics and research, such as gathering background information on a topic through conversations with officers and portfolio holders. By establishing rapporteurs O&S committees can spread workload across members with relevant skills and interests and progress issues in a timely way.
22. As a working method, rapporteurs rely on officers and portfolio holders working with them in a flexible and transparent way to share information, as they would if a committee report were requested by an O&S committee. O&S Chairs and Vice Chairs have asked that awareness of rapporteurs be raised through this annual report. Further information on rapporteurs and other working methods that will maximise resource is contained within Appendix 2.

Options Appraisal

23. Option A (Recommended option) -

i) for pieces of in-depth work, the constitution be updated to allow one topic to be undertaken at a time across the whole O&S function, with one further topic being scoped during the same period.

ii) the O&S Chairs and Vice Chairs group role be strengthened to include a responsibility to agree the priority of all work topics across the full O&S committee structure.

iii) the O&S Chairs and Vice Chairs group strengthen scoping for all O&S topics by reviewing key lines of enquiry for topics on an ongoing basis to provide peer test and challenge.

iv) the Monitoring Officer be delegated to make the associated updates to the Constitution.

More detail on this option is outlined in the paragraphs above. This option is preferred because it will allow work to progress in a more focussed and timely way and will release capacity for greater scoping support for agreed priorities. The option does not require any significant change to the current O&S committee structure or committee numbers and has no financial implications.

24. Option B – Arrangements for in-depth work levels remain the same but resource is released to support this work through a review of the O&S committee structure to reduce committee numbers and thereby reduce meeting numbers.

A review of the O&S committee structure will be required if this is the preferred option, including stakeholder consultation. This will divert officer resource from ongoing O&S work priorities and so has not been provided in detail with this report.

If this option is preferred, the detail of this option will require further consideration and reporting.

- 25. Option C** – Arrangements for in-depth work levels remain the same but resource is released to support this work through a reduction in the overall number of meetings across all O&S committees.

A review of O&S committee numbers will be required if this is the preferred option, including stakeholder consultation. This will divert officer resource from ongoing O&S work priorities and so has not been provided in detail with this report. If this option is preferred, the detail of this option will require further consideration and reporting.

- 26. Option D** – Arrangements for in-depth work levels remain the same but resource to the Democratic Services team is increased to provide greater support to O&S work.

To advance this option, a bid will need to be prepared to set out the required resource. This will divert officer resource from ongoing O&S work priorities and so has not been provided in detail with this report. If this option is preferred, the detail of this option will require further consideration and reporting.

- 27. Option E** – Arrangements for in-depth work levels remain the same but in-depth work is outsourced to an external body such as the Centre for Governance and Scrutiny, to undertake work on behalf of the council.

(Note – this option was considered unfavourable by the O&S Chairs' group in early consultation due to likely prohibitive costs and reduction in council ownership of work. If this option is preferred it will require further consideration and reporting to identify financial implications).

- 28. Option F** – No change.

If no change is made resources will be used to support statutory work as a priority (eg. scheduled meetings and associated activity). Non-statutory O&S activity may be delayed or not delivered. This includes a delay to the progression of working groups and in-depth O&S work and limitations on scoping support which will affect the outcomes of work. Additional O&S activity such as annual work programming may not be supported and committees will instead plan work on a rolling basis. Proactive budget scrutiny, over and above committee meeting-based scrutiny, may not be fulfilled.

Summary of financial implications

29. There are no direct financial implications related with the production of this annual report. The report explores the implications of resourcing O&S in paragraphs 13 to 22 above. Should options D-E above be supported it is recommended that a further report be brought forward to set out the detail of financial implications associated with pursuing these options.

Summary of legal implications

30. Overview and Scrutiny is a statutory function of all councils operating an executive model of decision making. Improvements to the function, outlined in the report, will ensure that the work of O&S Committees in BCP Council complies with relevant legislation and upholds statutory guidance.

Summary of human resources implications

31. There are no human resources implications arising from this report.

Summary of sustainability impact

32. There are no sustainability implications arising from this report.

Summary of public health implications

33. There are no public health implications arising from this report.

Summary of equality implications

34. Equality impact screening has been undertaken in relation to the preferred option in the report and the EIA is attached at Appendix 4. This has indicated that there are no equality implications relating to the proposals within this report and so no mitigations are required. Should other options within the report be preferred these will be the subject of a further report and associated EIA as appropriate.

Summary of risk assessment

35. The improvements identified for O&S, as set out in Appendix 2 and recommended above, will promote the upholding of statutory guidance and valuable O&S outcomes. There is a risk that the guidance will not be properly upheld by the Council if actions identified within this report, particularly those to address resources, are not taken; although this risk is low as it is for each local authority to implement their own scrutiny arrangements in response to the statutory guidance.

Background papers

Published works:

- [‘Statutory Guidance on Overview and Scrutiny in Local and Combined Authorities’](#) the Ministry of Housing, Communities and Local Government (MHCLG) and the Department for Levelling Up, Housing & Communities (DLUHC)
- [Overview and Scrutiny Annual Report 2023/24](#)
- [Overview and Scrutiny Annual Report 2019-23](#)

Appendices

Appendix 1– Overview and Scrutiny statutory powers and BCP context

Appendix 2 – Overview & Scrutiny 2024/25 Activity

Appendix 3 – Overview and Scrutiny Action Plan

Appendix 4 – Equality Impact Assessment (EIA) Screening Tool

BOURNEMOUTH, CHRISTCHURCH AND POOLE COUNCIL

OVERVIEW AND SCRUTINY STATUTORY POWERS AND BCP CONTEXT

WHAT IS OVERVIEW AND SCRUTINY?

1. Overview and Scrutiny (O&S) is an integral part of the Council's governance structure and is a statutory requirement for BCP Council. All councils operating executive arrangements must have at least one O&S committee. In BCP Council, O&S activity is carried out by four O&S committees formed of councillors and co-opted members. These are:
 - The Overview and Scrutiny Board
 - Environment and Place Overview and Scrutiny Committee
 - Children's Services Overview and Scrutiny Committee
 - Health and Adult Social Care Overview and Scrutiny Committee
2. The role of the Overview and Scrutiny Board and Committees is to help develop policy, to carry out reviews of Council and other local services, and to hold decision makers to account.
3. O&S committees are not decision-making bodies but can influence decisions through powers to obtain information, require attendance from council officers and members and to make recommendations. Under the [Local Government Act 2000](#), O&S committees have the right to scrutinise '*any matter affecting the local authority area or the inhabitants of the area.*'
4. Additional powers to scrutinise NHS services and review the work of the local community safety partnership mean that O&S committees have an important role in acting as a 'check and balance' to decisions made both within the council and in external organisations.
5. The overall aim of O&S activity is to impact in a tangible way on the council and the residents it serves. The Ministerial foreword of '[Overview and Scrutiny: statutory guidance for councils and combined authorities](#)' by the Ministry of Housing, Communities and Local Government (MHCLG) and the Department for Levelling Up, Housing & Communities (DLUHC) states:

"The role that overview and scrutiny can play in holding an authority's decision-makers to account makes it fundamentally important to the successful functioning of local democracy.

Effective scrutiny helps secure the efficient delivery of public services and drives improvements within the authority itself. Conversely, poor scrutiny can be indicative of wider governance, leadership, and service failure."

PRINCIPLES OF GOOD SCRUTINY

6. The majority of councils base their O&S arrangements on commonly held principles of good scrutiny. These are set out in the [BCP Constitution](#), which states that the O&S committees shall:
- a) contribute to sound decision making in a timely way by holding decision makers to account as a 'critical friend';
 - b) be a Councillor led and owned function that seeks to continuously improve through self-reflection and development;
 - c) enable the voice and concerns of the public to be heard and reflected in the Council's decision-making process;
 - d) engage in decision making and policy development at an appropriate time to be able to have influence;
 - e) contribute to and reflect the vision and priorities of the Council; and
 - f) be agile and be able to respond to changing and emerging priorities at the right time with flexible working methods.

Through their work, O&S councillors should seek to uphold these principles.

SUPPORTING THE AMBITIONS AND VALUES OF THE COUNCIL

7. O&S can support the high level aims of the council by aligning its work to the priorities identified within the council's corporate plan entitled '[A Shared Vision for Bournemouth Christchurch and Poole, 2024-28](#)'. The plan was refreshed in May 2024. With the remit of O&S committees spanning all service areas of the council, O&S activity has the potential to support the following vision and priorities identified within the corporate plan:

Our vision:

- Where people, nature, coast and towns come together in sustainable, safe and healthy communities.

Our priorities:

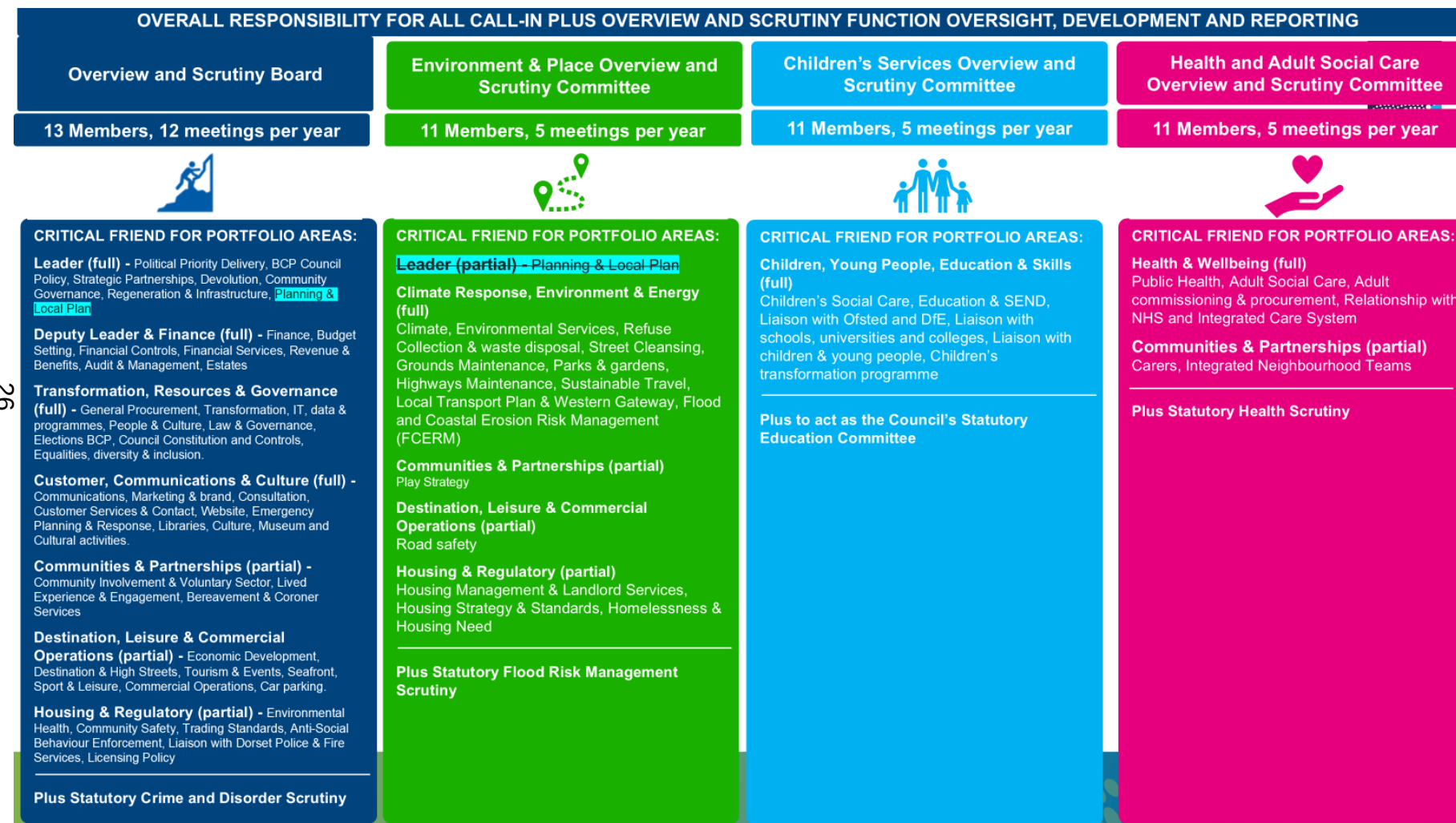
- Our place and environment: Vibrant places, where people and nature flourish, with a thriving economy in a healthy, natural environment.
- Our people and communities: Everyone leads a fulfilled life, maximising opportunity for all.

This could be achieved through alignment of O&S work plans to policy areas earmarked for development within the corporate plan. O&S can also provide benefit by monitoring the progress of the council against the ambitions set out in the corporate plan, through engagement with the relevant aspects of performance dashboards.

Overview & Scrutiny

2024/25 Activity

BCP Overview & Scrutiny Committee structure



The structure consists of one Board and three committees, with remits aligned to Portfolio Holder responsibilities.

The Board has additional responsibilities, but each O&S body is distinctly separate and has powers to set its own programme of work.

Recent changes to the structure are identified in highlighted text.

Overview & Scrutiny Board



27



**CHAIR –
COUNCILLOR
STEPHEN
BARTLETT**



**VICE CHAIR –
COUNCILLOR
SUE
AITKENHEAD**



**MEETINGS: 10
ORDINARY, 2
SPECIAL
MEETINGS**



**MEMBERSHIP: 13
COUNCILLORS**

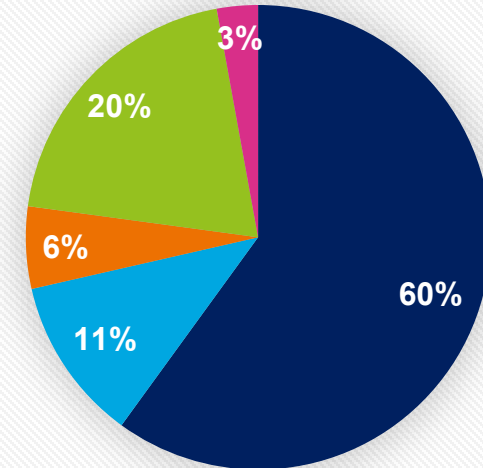


**AVERAGE
NUMBER OF
AGENDA ITEMS –
2.9**



**WORKING
GROUPS - 2**

O&S Board Agenda Item Categories

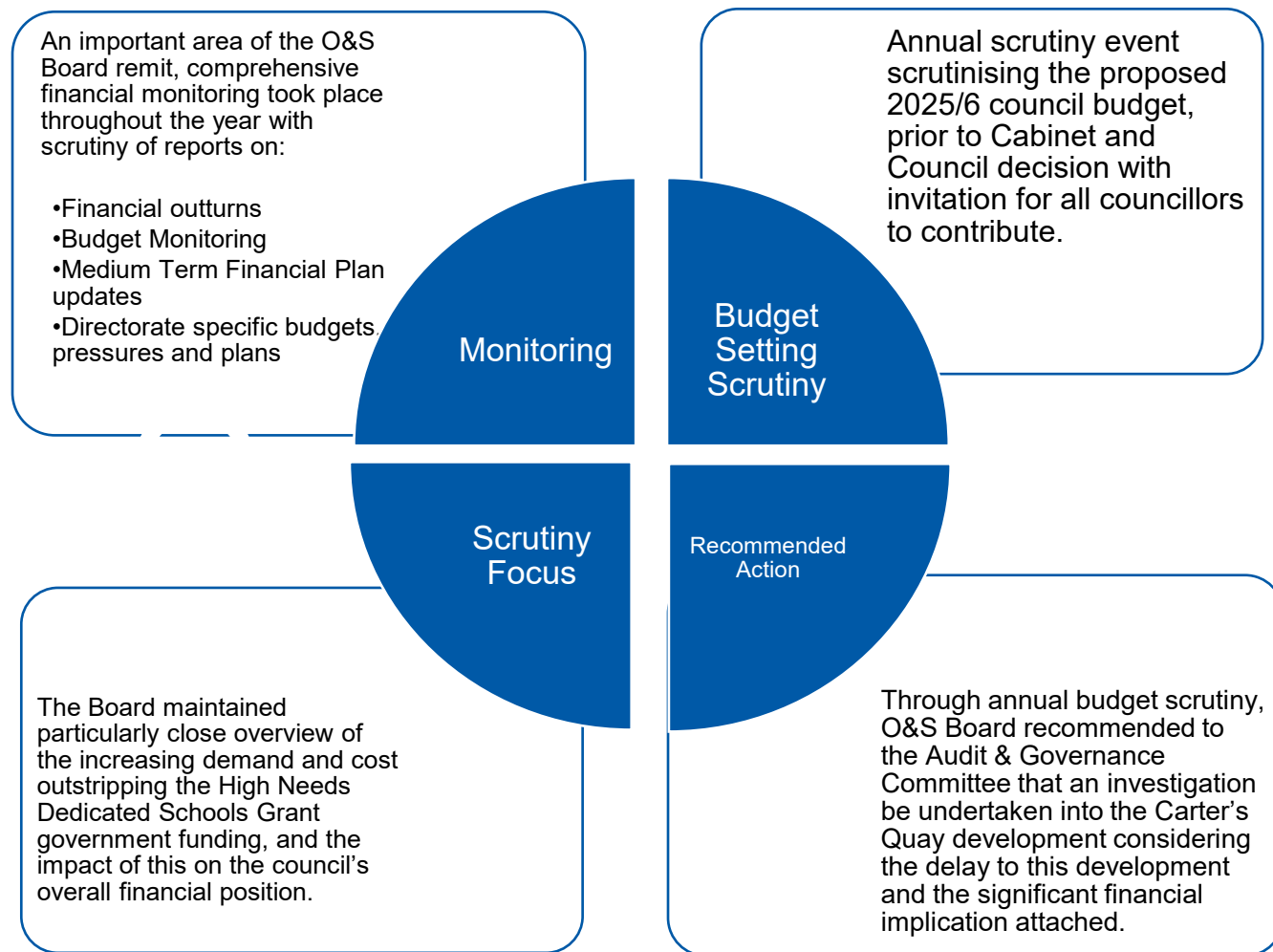


- Pre-decision scrutiny
- Reactive scrutiny
- Call-In
- Proactive scrutiny
- Update/ monitoring reports

Overview & Scrutiny Board - Scrutinising the Council's Finances



Ongoing in year monitoring of finance related Cabinet reports:



Scrutiny of the developing 2025/26 budget:

Budget Working Group

Deep dive scrutiny into budgets associated with **car parking** and the proposed **Resident's Card**.

Working group provided test, challenge and ideas to strengthen the areas selected. Working group recommendations to Cabinet included:

Car Parking

- Inflationary increases across all car parks endorsed;
- Proposal for use of surplus car parking income to accelerate the car park charging machine replacement programme;
- Exploration of options to reduce costs for the Council and make the process easier for the public to pay for car parking, in particular an option to be able to pay in advance on Council website.

Resident's Card

- Proposed small financial contribution for the Resident's Card, to make it a financially sustainable offer to residents; concessions to the charge to be considered for disadvantaged groups.

Overview & Scrutiny Board



Scrutinising Corporate Activity

The Board scrutinised key areas of council activity:

- The Council's **Transformation Programme**
- **Regeneration updates**, including scrutiny of activity of the **Bournemouth Development Company**
- **Seafront Strategy**
- Strategic use of the **Community Infrastructure Levy**
- **Pay & Reward**
included multiple update reports and one call-in meeting.
The Board determined that no scrutiny advice was required to be given to Cabinet following the call-in.
- Monitoring the impact and effectiveness of the whole O&S function through scrutiny of the **O&S Annual Report**.

Developing Policy

- Open discussion items to test, challenge & contribute views to emerging policies including:
 - **The Library Strategy**
 - **Centralised complaints policy**
 - **Community Governance Review**
 - **Devolution**
 - Discussion items in committee to consider the council's position on joining with other local authorities to form a strategic authority across a wider area.
 - O&S recommended, and Cabinet agreed, that an emergency Council meeting was required to include all councillors in this important decision.

Performance Monitoring

- Contribution to the refreshed **Corporate Plan**
- **Corporate Performance Dashboard** demo and scrutiny
- **Best Value Notice**- monitoring this improvement activity until conclusion with the lifting of the Best Value Notice.
- **Quarterly performance 'for information' reports** – regular monitoring of these reports allows scrutiny members to identify red flags and issues which may benefit from scrutiny.
- Reports circulated outside of meetings to reserve committee time for impactful scrutiny.

Overview & Scrutiny Board



Monitoring Impact



Blue Badge Service

- Monitoring reports of improvement actions following scrutiny of the service in 2023.
- Original scrutiny requested triggered by councillor and community concerns about lengthy waiting times for badge renewals and the negative impact on residents who may be left without a badge whilst waiting for a renewal.
- Update reports showed that changes in operational activities were being implemented with streamlined assessments, renewals being prioritised and good practice from other authorities being adopted in BCP.
- A final report in May 2025 highlighted that waiting times had significantly reduced.

Working Groups



Small groups of members meeting to deep dive into a specific topic:

BCP Consultation approaches

- Working group commissioned to provide test and challenge to a refreshed Consultation Framework, as it develops.

Budget working group

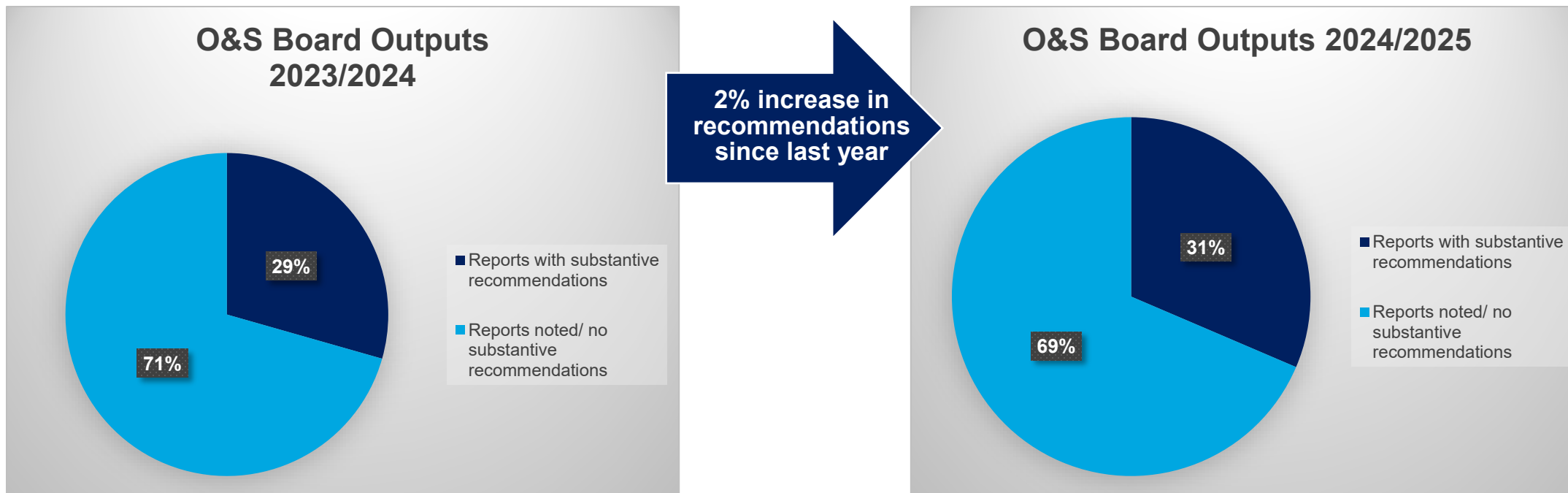
- Deep dive into the budgets associated with car parking and residents card, providing opportunity to test and challenge and influence the related 2025/26 budget as it develops.

Statutory Scrutiny



Scrutiny of the **Community Safety Partnership** – fulfilling the requirement for councils to undertake crime and disorder scrutiny annually.

Overview & Scrutiny Board



Environment & Place Overview & Scrutiny Committee



32



**CHAIR –
COUNCILLOR
CHRIS RIGBY**



**VICE CHAIR –
COUNCILLOR
DAVID D'ORTON-
GIBSON**



MEETINGS: 5
ORDINARY, 0
SPECIAL
MEETINGS



MEMBERSHIP: 11
COUNCILLORS



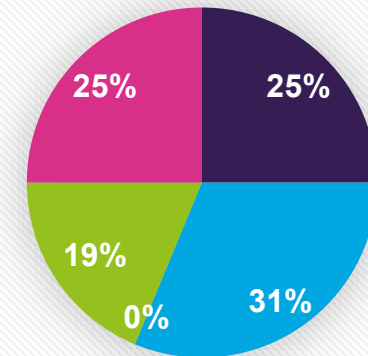
AVERAGE
NUMBER OF
AGENDA ITEMS –
3.2



WORKING
GROUPS - 2



Environment & Place O&S Agenda Item Categories



- Pre-decision scrutiny
- Proactive scrutiny
- Reactive scrutiny
- Update/ monitoring reports
- Referrals from Cabinet/ Council

Environment & Place Overview & Scrutiny Committee



Listening to Residents

Prompted by high levels of public interest, the committee held a scrutiny session dedicated to hearing views on the **trial closure to vehicles of an entrance to Poole Park**. The committee assessed a range **of views and evidence, including:**

- Over 30 public questions and statements, for and against the closure.
- The outcome of a four- week public consultation
- The impact of the trial closure on the elderly and disabled through a report by DOTS disability.
- Portfolio Holder and ward councillor views.
- An officer report outlining the purpose of the trial closure and anticipated benefits to the environment of Poole Park.

The committee recommended to Cabinet that a full Council debate and decision should be held on the topic in light of the significant public interest. This was not upheld by Cabinet and the closure was confirmed as permanent.

Climate & Nature Scrutiny

A central part of the committee's remit, the committee scrutinised a range of areas relating to climate & nature:

- Monitoring work relating to **Nutrient Neutrality** in respect of Phosphates in the River Avon.
- **Heathland Mitigation** - monitoring work that mitigates the impact of housing on Dorset's lowland heaths.
- Scrutiny of progress across the council towards reaching climate action goals through the **Climate Action Annual Report**.
- Review of the Council's new **BCP Greenhouse Gas Emissions Dashboard**, with scrutiny recommendations to strengthen targets for carbon emission reduction.
- Through the budget working group, the committee recommended that Cabinet **strengthen the corporate approach to financing the council's climate action goals**, to enable the council to meet its net zero targets by 2030.

Environment & Place Overview & Scrutiny Committee



Monitoring Improvements



- Scrutinising the performance of the **Planning Service** to monitor improvements including the reduction of the planning application backlog and stabilisation of the workforce.

Adding value through rapporteurs



The committee increased its capacity to undertake work through member-led rapporteur scrutiny.

Rapporteurs work towards an agreed remit on behalf of the committee, liaising with officers to progress issues outside of meeting and reporting activity back to the full committee

This year, Councillor Felicity Rice worked with officers to progress a Play Streets policy, which sets out how residents can close streets to make them safe for children to play and socialise. The work led to the drafting of a policy in readiness for launch.

Further rapporteurs were established in 2025 and their work will be reported in the 2025/26 annual report.

Housing Scrutiny



- **Housing Strategy review** – scrutiny of the refreshed housing strategy with recommendations made regarding the governance and monitoring of the strategy.
- **Safe Accommodation Strategy** – the committee established a working group to test, challenge and contribute to the developing strategy which outlines how the council will support residents in need of housing due to domestic abuse.

Working Groups

- Small groups of members meeting to deep dive into a specific topic:
- **Budget Working Group** – topics covered: climate & ecological emergency budget; housing temporary accommodation budget.
- Recommendations included requesting a gap analysis of the estimated total amount of spend required to reach net zero targets and including the costs within the MTFP
- **Safe Accommodation Strategy Working Group**
- Recommendations included an awareness campaign to inform residents escaping domestic abuse about the financial and housing support available to them; suggestions to strengthen the strategy itself and councillor awareness of it; suggestions for KPIs to be introduced to monitor the effectiveness of the new safe accommodation model.

Council Driven Scrutiny

The Committee saw an uplift in suggested topics for scrutiny, generated by debate at full Council meetings or portfolio holder suggestions. Topics submitted included:

Safe Accommodation Strategy

Van Life

Climate & Nature scrutiny

Cliff and Coastal erosion

Redhill paddling pool

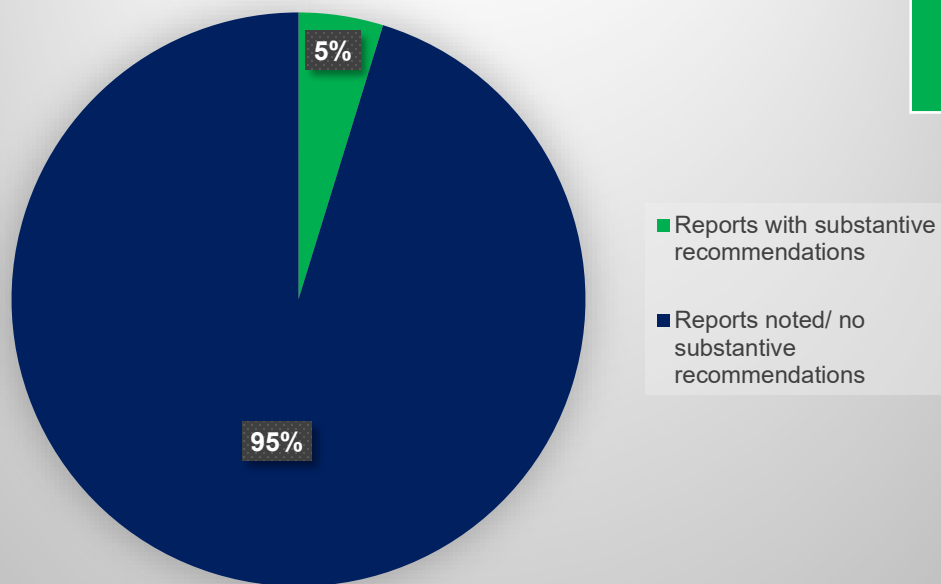
Strengthening building standards through local authority control.

A Safe Accommodation working group was established in response (see above), and other topics were added to the committee's work programme for later work.

Environment & Place Overview & Scrutiny Committee

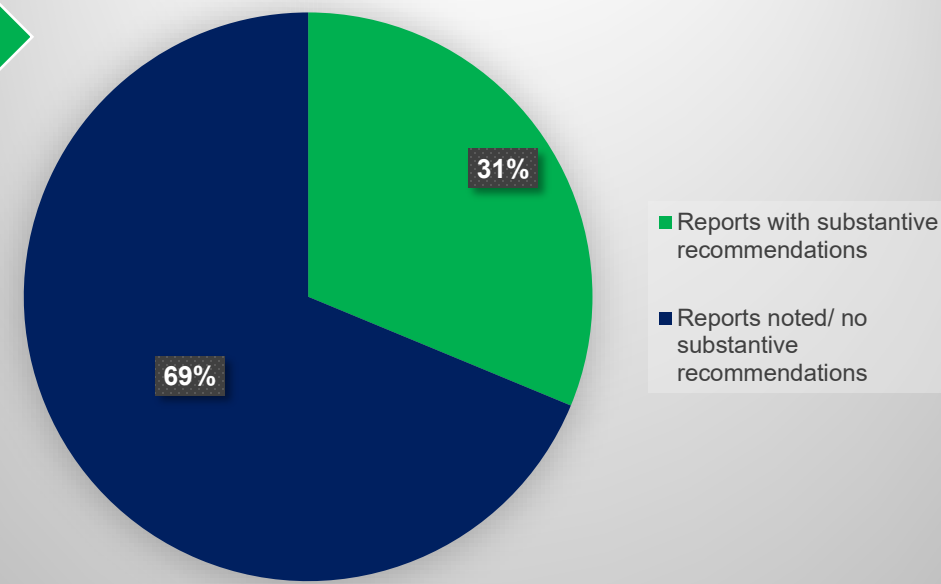


Environment & Place O&S Outputs
2023/2024



26% increase in
recommendations
since last year

Environment & Place O&S Outputs
2024/2025



Children's Services Overview & Scrutiny Committee



36



**CHAIR –
COUNCILLOR
SHARON CARR-
BROWN**



**VICE CHAIR –
COUNCILLOR
SIMON BULL**



MEETINGS: 5
ORDINARY, 0
SPECIAL
MEETINGS



MEMBERSHIP: 11
COUNCILLORS



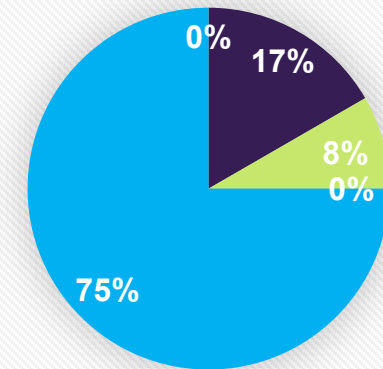
AVERAGE
NUMBER OF
AGENDA ITEMS –
4.8



WORKING
GROUPS - 2



Children's Services O&S Agenda Item Categories



- Pre-decision scrutiny
- Proactive scrutiny
- Reactive scrutiny
- Update/ monitoring reports
- Referrals from Cabinet/ Council

Children's Services Overview & Scrutiny Committee



Scrutinising new activity

The committee scrutinised new decisions and strategies prior to adoption, applying test and challenge to strengthen outcomes:

- **Linwood Special School** – the committee scrutinised the Cabinet paper prior to decision and recommended that expansion of the school go ahead.
- **Children in care and care experienced young people sufficiency strategy** – setting out how BCP will provide sufficient, safe, secure and sustainable homes for children in care and care experienced young people between 2024-2028.
- **Children & Young People's Partnership Plan 2025-2030**- a high-level strategic plan that outlines how to support children and young people living in Bournemouth, Christchurch and Poole with the aim to improve outcomes for all children and young people.
- **Childcare Sufficiency Assessment 2024-2025** – an evaluation of childcare places to ensure that there are enough to meet the needs of the BCP area.

Monitoring progress

In its role as a critical friend, the Committee monitored key areas of activity within children's services:

- **SEND progress updates** including discussions and continued public interest in the Safety Valve Programme.
- **Children's social care improvement journey**- in keeping with previous years' work, the committee supported this critical area of improvement in the council and closely monitored activity along the way. In 2025 the council moved from an 'inadequate' to a 'good' Ofsted rating.
- **Independent Reviewing Officer annual report.**
- **Speech and language therapy update**

Holding decision makers to account

- The committee received updates on activity from the Portfolio Holder for Children, Young People, Education & Skills at every meeting, providing opportunity for questions and idea sharing.

Children's Services Overview & Scrutiny Committee



Scrutinising the Council's Finances

The committee considered a range of financial reports to monitor budget and pressures within children's services, and the impact on children and families. This included:

- **An update on the full children's services budget**
- **Alternative Provision** – an update on the services provided to support mainstream inclusion and action being taken to positively impact the trajectory of high needs expenditure.
- **The High Needs Schools Grant Expenditure Forecast**
- **Children's Services Capital Strategy** – setting out the capital funding available to the service and improvement priorities aligned.
- The committee also recommended that Cabinet **assess the impact on children, young people and families of any potential budget overspend in the SEND service budget**, which Cabinet agreed to through a dedicated report.

Gaining insight

In addition to councillors bringing insight from their own work with residents and schools, the committee heard from:

- **Youth Parliament representatives** – a regular meeting slot to provide updates on Youth Parliament priorities and gain the views of young people on scrutiny topics.
- **NHS Dorset representative** – the introduction of a standing invitation to the Chief Nursing Officer to provide a link between children's services and health related matters and gain the insight of health professionals on topics scrutinised.

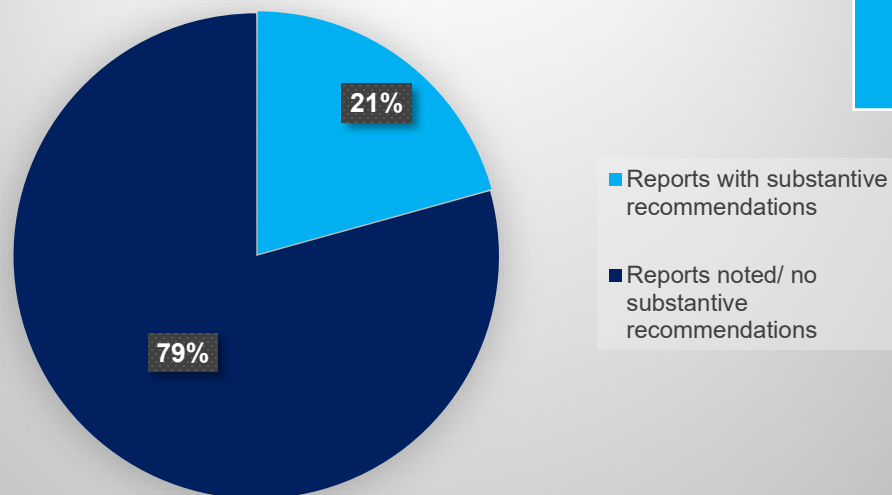
Working Groups

Small groups of members meeting to deep dive into a specific topic:

- Final report of the **Child Exploitation Working Group** (activity took place in previous municipal years). Recommendations included earlier age-appropriate education in schools regarding the risks associated with exploitation, drugs and the dangers of carrying weapons.
- **Family Hubs Working Group** – included a visit to see Family Hubs in action. Further work in progress.
- **Budget Working Group** - priority topics selected by councillors for deep dive scrutiny - **School Transport Costs** and **Care Growth Forecast**.
- Recommendations included advocacy for:
 - the protection of non-statutory services (such as Early Help) – councillors highlighted that it is vitally important to support these services to avoid additional financial impact on statutory services.
 - the inclusion of pupils with SEND in mainstream, local schools, to reduce the need for school transport provision and associated costs.

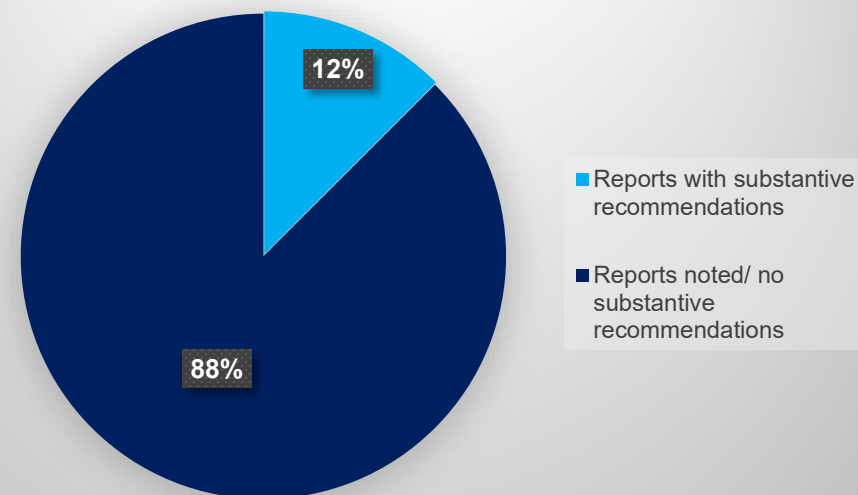
Children's Services Overview & Scrutiny Committee

Children's Services O&S Outputs
2023/2024



9% decrease in
recommendations
since last year

Children's Services O&S Outputs
2024/2025



Health & Adult Social Care Overview & Scrutiny Committee



40



**CHAIR –
COUNCILLOR
PATRICK CANAVAN**



**VICE CHAIR –
COUNCILLOR
LESLEY DEDMAN**



**MEETINGS: 5
ORDINARY, 0
SPECIAL MEETINGS**



**MEMBERSHIP: 11
COUNCILLORS**

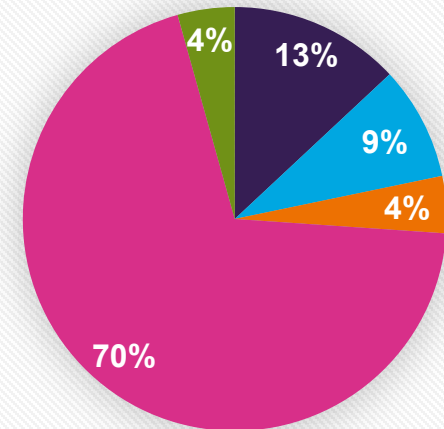


**AVERAGE NUMBER
OF AGENDA ITEMS –
4.6**



**WORKING GROUPS
- 2**

Health & Adult Social Care O&S Agenda Item Categories



- Pre-decision scrutiny
- Proactive scrutiny
- Reactive scrutiny
- Update/ monitoring reports
- Referrals from Cabinet/ Council

Health & Adult Social Care O&S Committee



Holding decision makers to account

The committee received updates on activity from the Portfolio Holder for Health & Wellbeing at every meeting, providing opportunity for questions and idea sharing.

Scrutinising new activity

The committee scrutinised new decisions and strategies prior to adoption, applying test and challenge to strengthen outcomes:

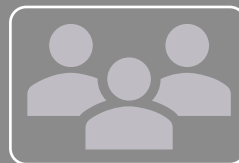
- **Adult Social Care Strategy 2025-28**– the committee made recommendations that the strategy be strengthened by the inclusion of clear targets.
- **Reconfiguration of the Public Health function for BCP**– the committee contributed views on new arrangements and received updates on progress throughout the year.
- **Transforming Urgent and Emergency Care Services** – the committee scrutinised plans for a system-wide programme to transform and improve urgent and emergency care services for Dorset residents.
- **‘Fulfilled Lives’** – the committee scrutinised the establishment of a new transformation programme for adult social care services and supported activity throughout the year through a series of briefings and update reports on specific themes within the programme.

Monitoring Progress

In its role as a critical friend, the Committee monitored key areas of activity by health providers and within adult social care:

- **Home First Development across Dorset** update report.
- **Integrated Neighbourhood Teams** update report.
- **NHS Dentistry** – update report from Healthwatch.
- **Tricuro Business Plan**
- **Safeguarding Adults Board Annual Report**
- **Adult Social Care Compliments, Complaints & Learning Annual Report**
- **Adult Social Care Waiting Times** update report

Health & Adult Social Care O&S Committee



Working with Health Partners

- The committee maintained overview of key issues relating to health service provision, including:
- **Transformation of UHD hospitals**
- **UHD Maternity Services**
- **Gender Identity Disorder Services**

Gaining Insight

- In addition to councillors bringing insight from their own work with residents the committee heard from a representative of **Healthwatch Dorset** at every meeting. Healthwatch champions residents' voices in relation to their experience of health and social care services and brings this service user insight to scrutiny debates.

Working Groups

- Small groups of members meeting to deep dive into a specific topic:
- **Data Working Group** - this working group developed a Data Toolkit to enable members to more easily access data and information sources, with a view to achieving more evidence driven scrutiny. The group recommended roll-out of a similar toolkit to all O&S committees.
- **Budget Working Group**

Proactive Scrutiny

- Prompted by a publication of Healthwatch Dorset, looking at **health inequality for people experiencing homelessness**, the committee asked NHS Dorset and council officers to outline how existing services address inequalities.
- Through recommendations, the committee highlighted the issues to Cabinet and asked them to discuss the matter further, in particular funding and partnership collaboration, to ensure a robust system is in place to support the most vulnerable.

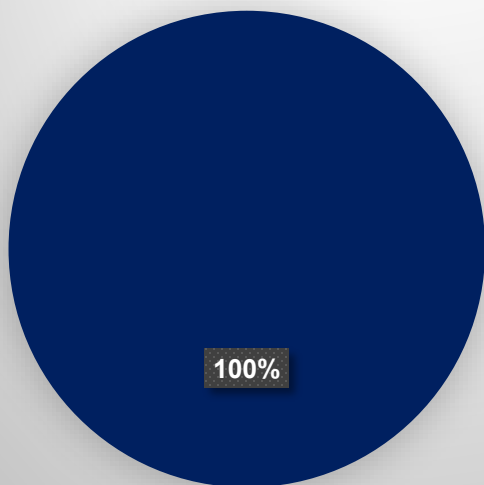
Scrutinising the Council's Finances

- The committee received an update on adult social care and public health budgets and commissioned a **Budget Working Group** to take a deep dive into financial planning for **demand management**.
- The working group made a recommendation to Cabinet that block booked-beds for long-term care provision be increased, to achieve more value for money in this budget area.

Health & Adult Social Care O&S Committee



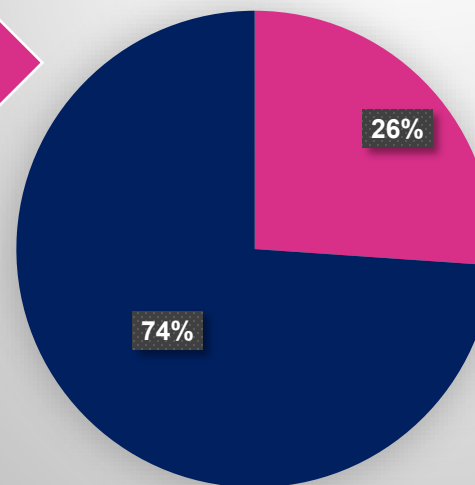
Health & Adult Social Care O&S
Outputs 2023/2024



- Reports with substantive recommendations
- Reports noted/ no substantive recommendations

26% increase in
recommendations
since last year

Health & Adult Social Care O&S
Outputs 2024/2025



- Reports with substantive recommendations
- Reports noted/ no substantive recommendations

Improvements & Successes

44

Strategic improvements
made across all O&S
Committees in 2024/25



Improvements & Successes- Training & Development

O&S Culture Development workshops

- Facilitated by the Centre for Governance and Scrutiny, three workshops were held with officers, Cabinet and O&S councillors to focus on the roles of each in underpinning a culture that enables successful scrutiny. Output – an O&S / Cabinet protocol is in development to capture agreements and good practices.

Leadership training for O&S Chairs

- All O&S Chairs have been provided LGA scrutiny leadership training, refreshed with any changes in chairing positions to ensure continuity of scrutiny expertise.

Targeted training for Children's Services O&S

- Facilitated by the LGA, a comprehensive package of support and mentoring was provided throughout 2024/25 to strengthen councillors' approach to child-centred, successful scrutiny. Councillors' knowledge of the children's services landscape was improved and focussed sessions on work planning and scoping work will enable the committee to better support and scrutinise the important services provided to support young people in the BCP area.

Regular briefings

- All committees established a series of regular briefing slots to enable them to stay informed and explore issues related to their remit. These informal slots free up committee time for value- added scrutiny topics. With standard invitations to all councillors, these regular briefings also provide opportunity for other councillors to stay informed of important issues.

*“The prevailing **organisational culture, behaviours and attitudes** of an authority will largely determine whether its scrutiny function succeeds or fails. While everyone in an authority can play a role in creating an environment conducive to effective scrutiny, **it is important that this is led and owned by members**, given their role in setting and maintaining the culture of an authority.” **

* Overview and Scrutiny: statutory guidance for councils, combined authorities and combined county authorities

Improvements & Successes - Topics and scoping

The key to effective O&S outputs lies in the selection and scoping of topics. Improvements in 2024/25 included:

Closer working with Council	Maintaining a balance of scrutiny work	Key lines of enquiry	A lens for scrutiny
2025 saw a marked increase in recommendations from Council to O&S committees, particularly within the remit of the Environment & Place O&S Committee. This increase shows a greater council-wide understanding of the role that O&S can play in developing policy and providing critical friend test and challenge to burning issues raised at Council. Many of these topics have been raised by residents attending Council meetings, or through councillors bringing forward insight on matters of concern from their wards.	In the 2023 Best Value review, the Council was encouraged to reduce its focus on pre-decision scrutiny and increase the O&S policy development role. The imbalance of pre-decision scrutiny was successfully addressed in 2023/24 with pre decision scrutiny accounting for 21% of all scrutiny across all committees in the function. There was a small increase to 29% across the function in 2024/25. Pre-decision levels represent a higher proportion of O&S Board work as this committee aligns to the calendar of Cabinet meetings with the specific purpose of enabling pre-decision scrutiny where required.	Key lines of enquiry documents have been embedded as standard across all committees for use when scoping work topics. These encourage focus on lines of enquiry that will lead to valuable outcomes and ensure that O&S councillors' enquiries are clearly captured and officers have clarity on the ask of scrutiny.	Statutory guidance encourages the establishment of a clear and communicable role for scrutiny, over and above statutory rights and the role of holding decision makers to account. Three out of four O&S committees have now established lenses for their committees to more clearly identify their role and to help with topic choices and scrutiny enquiry lines.

*“Authorities should take steps to ensure scrutiny has a clear role and focus within the organisation, i.e. a niche within which it can clearly demonstrate it adds value. Therefore, prioritisation is necessary to ensure the scrutiny function concentrates on delivering work that is of genuine value and relevance to the work of the wider authority – this is one of the most challenging parts of scrutiny, and a critical element to get right if it is to be recognised as a strategic function of the authority” **

* Overview and Scrutiny: statutory guidance for councils, combined authorities and combined county authorities

Improvements & Successes - Governance & Leadership

Call-In levels remain stable

- O&S call-in should be used as a last resort where there is a concern that a decision has not been made in keeping with budget and policy framework of the council or the principles of decision making. There was one call-in item considered during 2024/25, in keeping with an average of one call in per year during the 2019-24 period. The level of call-in items in BCP indicates that call-in is not used as a party-political tool. Low call-in levels may be an indication that governance arrangements in the council offer appropriate alternative opportunities to test and challenge decision making, such as a suitable level of pre-decision scrutiny opportunities and flexibility for all non-Cabinet members to ask question in O&S meetings and Cabinet meetings.

Regular O&S Chairs meetings

- O&S Chairs and Vice Chairs meet regularly to oversee the function, discussing cross-cutting topics, resource, training and development needs, successes and challenges.

Strengthened links to Audit

- The Chair and Vice Chair of Audit & Governance Committee have now been made standing invitees to O&S Chairs meetings to strengthen the links between O&S & Audit providing opportunity for alignment of work programmes to ensure the council's governance arrangements in this respect are robust.

Greater member- led approach

- Scrutiny councillors have taken a more active role in leading O&S enquiries. Rapporteurs have been established on specific topics, to undertake detailed enquiries independently, and report back to committee, successfully encouraging action on topics selected. Coupled with strong committee leadership from Chairs and Vice Chairs this is in keeping with one of the founding principles of O&S that scrutiny should be councillor led. A proactive member-led approach is also a vital tool for O&S members to share the workload across committee members and progress issues of importance to them despite resource constraints.

*“Scrutiny committees do have the power to ‘call in’ decisions, i.e. ask the executive to reconsider them before they are implemented, but should not view it as a substitute for early involvement in the decision-making process or as a party-political tool.” **

* Overview and Scrutiny: statutory guidance for councils, combined authorities and combined county authorities

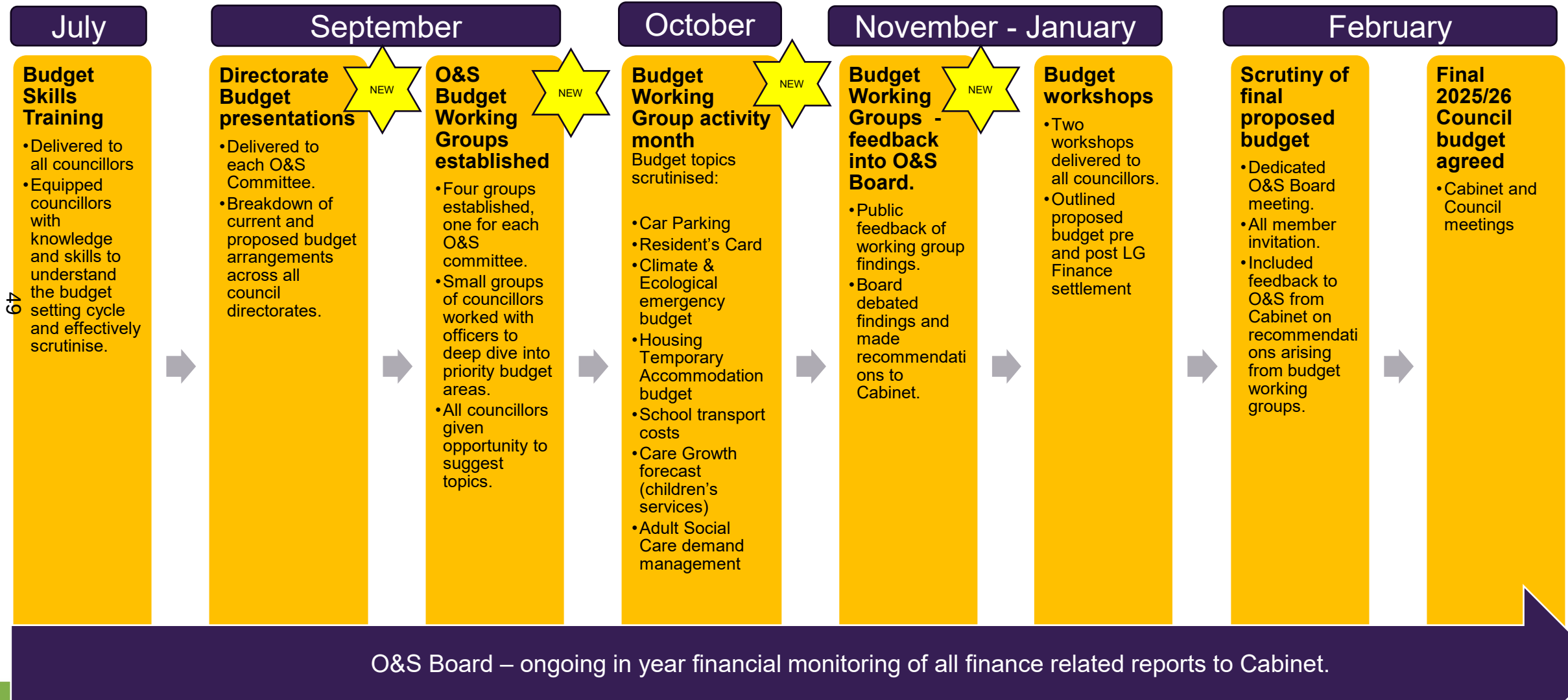
Improvements & Successes –

Proactive Budget Scrutiny

- Budget scrutiny opportunities were increased in 24/25. Scrutiny councillors provided test, challenge and ideas on the developing budget for the following year.
- Proactive scrutiny was timed to give councillors the chance to input during development stages of the budget – not at the end when proposals are fully developed and impact is limited.
- The enhanced model was recognised by the Centre for Governance and Scrutiny as an example of excellence in proactive budget scrutiny.



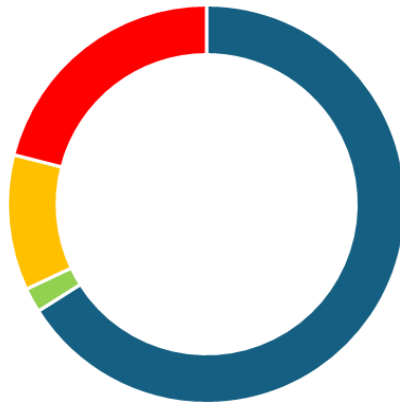
Improvements & Successes - Proactive Budget Scrutiny ctd.



Improvements & Successes – O&S Action Plan

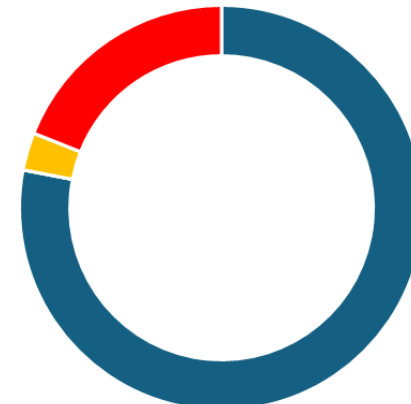
- The O&S Action Plan was agreed by Council in 2023 and contains strategic actions to improve O&S activity and bring it into line with statutory guidance.
- Progress made against the O&S Action Plan in 2024/25 took it to over 75% complete.
- Notable actions completed this year related to officer and member training to improve the culture needed to support effective scrutiny and targeted support to the Children's Services O&S Committee.
- The Action Plan has been progressed as resources allow, and after core O&S activity is resourced. It will continue to be progressed on this basis and reported annually to Council with this report. O&S lead members also monitor the Action Plan on a regular basis.

23/24 Progress against Action Plan



■ Completed ■ On track ■ Some delay ■ Significant delay

24/25 Progress against Action Plan



■ Completed ■ On track ■ Some delay ■ Significant delay

Future Aims



Planned improvements to strengthen the practices and value of scrutiny

These are focussed on two clear aims:

- **Maximising Resource**
- **Value added scrutiny**

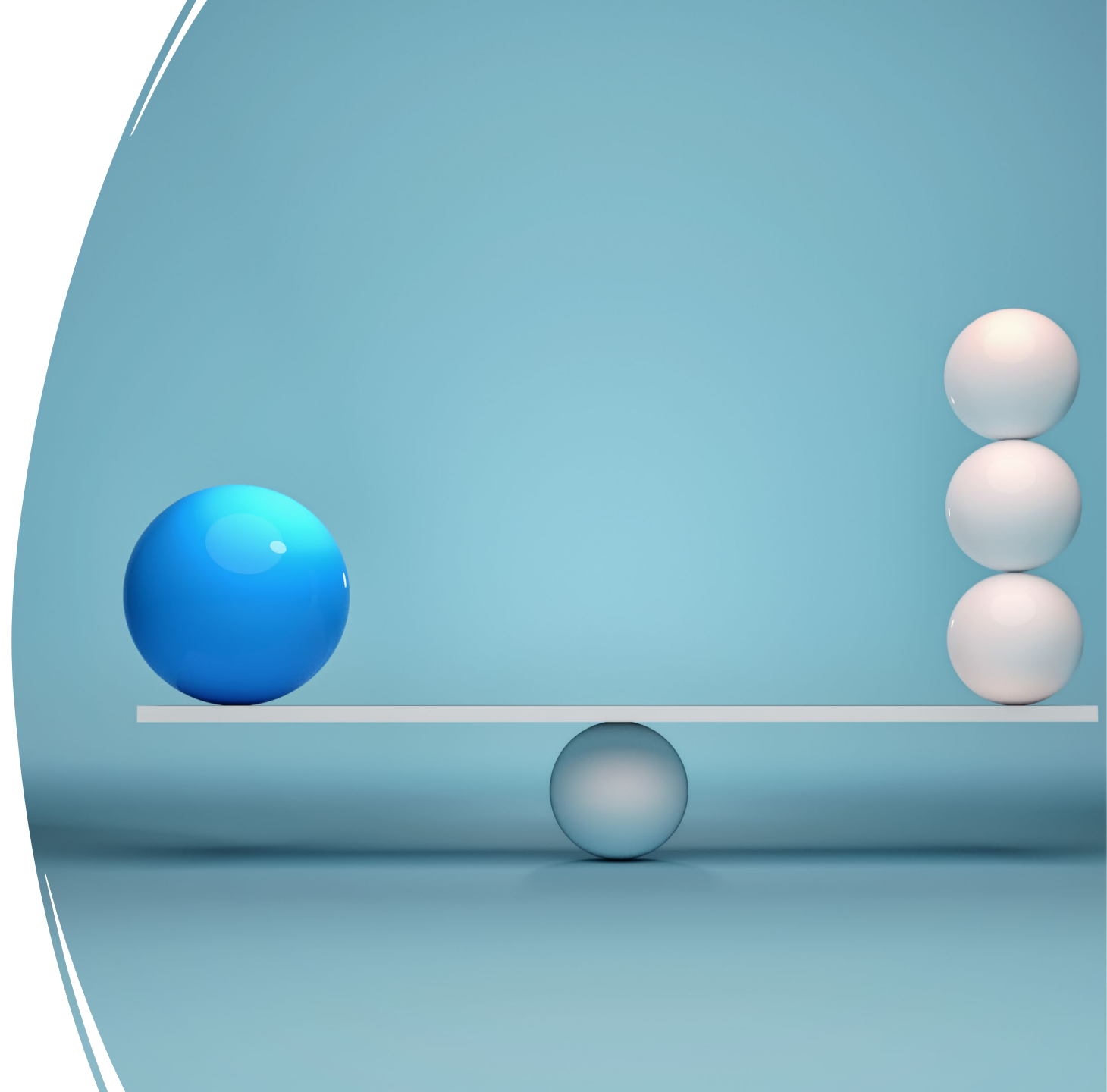
Future Aims – Maximising Resource

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“The resource an authority allocates to the scrutiny function plays a pivotal role in determining how successful that function is and therefore the value it can add to the work of the authority.

*Ultimately it is up to each authority to decide on the resource it provides, but every authority should recognise that creating and sustaining an effective scrutiny function requires them to allocate resources to it.” **

* Overview and Scrutiny: statutory guidance for councils, combined authorities and combined county authorities



Future Aims – Maximising Resource

The biggest challenge to overview and scrutiny is how to use its resources for maximum impact. Resource to support Overview and Scrutiny work is limited and to have the most influence, must be used innovatively and targeted towards the topics that will have the most likelihood of tangible change and improvements for residents. **Measures suggested to maximise resource in 2025/26 include:**

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Streamlining working groups

- It is recommended that the council move to a quality over quantity approach, with one O&S working group taking place at a time (previously up to 4 concurrently). This will encourage a focus on progressing the highest importance working groups and enable the work to progress in a timely way, before moving on to the next topic. O&S Chairs and Vice Chairs will play a role in determining the priority order of working groups.

More test and challenge of topic suggestions and scopes

- As O&S leads, the O&S Chairs and Vice Chairs group are well placed to provide peer test and challenge to the topics and scopes suggested for scrutiny across all committees with the aim of ensuring that those selected are likely to lead to meaningful outcomes. Chairs and Vice Chairs meet regularly throughout the year and will add this to their oversight role.

Scoping champions

- In addition to added challenge from Chairs and Vice Chairs, it is recommended that any topic agreed for scoping will be assigned a committee member to liaise with other councillors and officers to ensure scopes will add value. Member championing will ensure that the issues of highest interest to committees are driven forward at pace by passionate members keen to explore issues of interest.

Matrix for prioritising topics

- In consultation with O&S Chairs, a topic prioritisation matrix will be introduced to assist committees in their work programming choices. A scored matrix will provide a more evidence-based method for councillors to assess and prioritise topics with the greatest likelihood of impact.

“Scrutiny members should accept that shortlisting can be difficult; scrutiny committees have finite resources and deciding how these are best allocated is tough. They should understand that, if work programming is robust and effective, there might well be issues that they want to look at that nonetheless are not selected.” * Overview and Scrutiny: statutory guidance for councils, combined authorities and combined county authorities

Future Aims – Maximising Resource ctd.

Other measures that will maximise O&S resource:

Rapporteurs –

Embedding the use of rapporteurs across all committees will enable individual members to champion issues of interest, monitor, progress and report back on issues to the full committee, freeing up committee time. This model has already been used successfully in some committees.

Self-serve councillor access to data –

Following the implementation of a Data Toolkit to assist Health & Adult Social Care O&S Committee members navigate the complex health data landscape, a similar toolkit has been developed for Children's Services O&S members. Corporate performance data and will also be shared with all O&S committees on a regular basis. This will enable O&S members to horizon scan data on a self-serve basis, raising red flags into committee and using data to inform scrutiny topics choices.

Keeping agenda items low –

Attempting to scrutinise too many items in committee meetings can dilute the benefit of scrutiny and limit meaningful outcomes. Maintaining a focus on a maximum of 3 items per committee agenda and reducing from the levels seen in 2024/25 will ensure that each topic can be explored in sufficient depth to lead to valuable recommendations. Using other scrutiny mechanisms to receive information items and selecting only the topics where the committee can have the most influence will be essential to making the most of O&S resource.

Future Aims – Value added scrutiny

Scrutiny topics should impact positively on the work of the Council and, through this, BCP residents. Understanding and demonstrating this impact is an identified action within the O&S action plan. Planned measures to strengthen this include:

☐ **Introducing recommendation trackers**

- to enable O&S committees to track the recommendations made and ask for updates on implementation, ultimately assisting committees in understanding the impact that recommendations have had and how recommendations could be strengthened to maximise impact.

☐ **Annual surveys to gather insight on added value and impact**

- gathering feedback from councillors and officers on their perception of impact to help inform future work planning choices.

☐ **Regular monitoring of impact**

- reflecting on the value and success of scrutiny topics and methods through Chairs and Vice Chairs meetings.

Listening to Residents

☐ **Topic suggestion form**

- an improved user-friendly form will be provided on the council website for residents to make scrutiny topic suggestions.

☐ **Increase resident driven scrutiny topics**

- scrutiny committees can become overwhelmed by internal focussed reports such as budget and performance reports. By making space on agendas for topics that either respond to burning issues for residents, are generated by resident suggestions or include listening opportunities to hear from the public, scrutiny will ensure that it is aligning to and serving the needs of residents. Listening sessions are already planned in 2025/26 for topics such as 'Van Life', to understand the needs of those who live in vehicles in BCP through choice or necessity.

Introduction

This action plan outlines improvement activity for BCP Council's Overview and Scrutiny function. This activity has been identified as appropriate to bring O&S practices to the level outlined in the Government's [Statutory Guidance on Overview and Scrutiny in Local and Combined Authorities](#)

The actions also address recommendations arising from the Department for Levelling Up, Housing & Communities' (DLUHC) [external assurance review](#) and [Best Value Notice](#), issued on the 3 August 2023 as well as the Chief Executive's own [internal assurance review](#) conducted in Spring and updated in Summer 2023. The resulting [Assurance Review Action Plan](#) was established by the Council to respond to these recommendations.

Guidance Note

This action plan follows the themes of the statutory guidance which are categorised as follows:

- Culture • Resourcing • Selecting Committee Members • Power to Access Information • Planning Work • Evidence Sessions

All relevant paragraphs of the guidance have been included within the action plan, to aid reader's understanding of why actions have been identified. Please note that where actions are similar (eg. reflecting different aspects of councillor training required) they remain split into separate actions to demonstrate how these will uphold the statutory guidance. It should be noted that for this reason the action plan is highly detailed and serves as an operational tool to progress actions as well as for reporting on progress.

Actions are grouped and action leads identified as per the coding set out in the key below. Where actions are duplicated, the update is provided against the first arising action. A RAG rating is used to show progress against actions along with a commentary, with the latest updates provided in blue text.

Key			
Code	Description	Action Lead	Code
	Member Training – induction and refresher	Democratic Services Team	MT1
	Member Training – Chairs		MT2
	Member Training – ongoing programme of training		MT3
	Officer Training		OT1
	Role Descriptions for O&S leads		RD1
	Chairs’ Meetings		CM1
	Work Selection and Scoping		WS1
	Community Insight		CI1
	Web Presence		WP1
	Working Methods		WM1
	Terms of Reference for O&S Committees		TOR1
	Constitution Review		CR1
	Library of O&S Resources		L1
	Protocol and Tool Development		P1
	Annual Reporting on O&S		AR1
	Resourcing		R1
	Communications		COM1
	Corporate Management Team Action	Corporate Management Team	CMT1
	Cabinet Action	Cabinet	C1
	Chief Executive/ Leader Action	Chief Executive/ Leader	CL1
	Supporting Children’s Services O&S	Democratic Services Team	CS1
RAG Rating			
Significant delay likely to affect action completion			
Some delay likely to affect action completion			
Action on track to complete as planned			
Action completed			

Overview and Scrutiny Action Plan 2023-24

Relevant Extract from:	ID	Action for BCP Council with updates (Latest updates December 2023 in blue text)	RAG and timescales	Code
Statutory Guidance on O&S (ID 1-53) Chief Executive's Assurance Review (ID 54-58) DLUHC Assurance Review (ID 59 – 64)				
Culture				
Scrutiny is Member Led				
<i>The prevailing organisational culture, behaviours and attitudes of an authority will largely determine whether its scrutiny function succeeds or fails. While everyone in an authority can play a role in creating an environment conducive to effective scrutiny, it is important that this is led and owned by members, given their role in setting and maintaining the culture of an authority.</i>	1a	New Councillor and refresher training to be provided to include – O&S in BCP is Member led	Complete. Monitor the need for refresher training.	MT1
	1b	Role descriptions to be developed for Councillors in leading O&S roles to clarify expectations for this role <i>Action delayed and will be rescheduled for development in lead up to next council term.</i>	Autumn 2023	RD1
	1c	Establish calendar of meeting dates for O&S chairs for collective leadership and oversight of the effectiveness of the O&S function.	Complete	CM1
Scrutiny is understood and recognised across the organisation				
<i>Recognising scrutiny's legal and democratic legitimacy – all members and officers should recognise and appreciate the importance and legitimacy the scrutiny function is afforded by the law. It was created to act as a check and balance on the executive and is a statutory requirement for all authorities operating executive arrangements and for combined authorities.</i>	2a	New Councillor and refresher training to be provided to include – Background and statutory powers of O&S, to raise the profile and importance of the scrutiny function within the organisation.	Complete. Monitor the need for refresher training.	MT1
	2b	Officer refresher training to be provided to include – Background and statutory powers of O&S, to raise the profile and importance of the scrutiny function within the organisation <i>Provided to senior officers in Winter 2024/ Spring 2025. Training included a CfGS led workshop with scrutiny and executive members and had a focus on embedding a clear understanding of scrutiny fundamentals and developing a positive scrutiny culture with all stakeholders across the organisation.</i>	Complete. Monitor the need for refresher training.	OT1

Overview and Scrutiny Action Plan 2023-24

Relevant Extract from:	ID	Action for BCP Council with updates (Latest updates December 2023 in blue text)	RAG and timescales	Code
Statutory Guidance on O&S (ID 1-53) Chief Executive's Assurance Review (ID 54-58) DLUHC Assurance Review (ID 59 – 64)				
Scrutiny draws on community insight and selects topics of community relevance				
<i>Councillors have a unique legitimacy derived from their being democratically elected. The insights that they can bring by having this close connection to local people are part of what gives scrutiny its value.</i>	3a	New Councillor and refresher training to be provided to include – Councillors bring community insight to their scrutiny work	Complete. Monitor the need for refresher training.	MT1
	3b	Strengthen O&S work selection criteria, as set out in the constitution, to include consideration of the impact and value to the public when selecting work programme topics. Review for use in annual work programming for O&S Committees. O&S scrutiny request forms ask councillors to outline the value to be added by a proposed scrutiny topic. Use of this form is now embedded across the function and O&S work programmes now include more work balanced towards the impact on BCP residents. O&S Board has selected resident impact as a lens by which to plan and approach its work and committee discussions regularly include resident impact as a scrutiny enquiry line. Officers will continue to encourage selection of O&S topics that have tangible benefit to residents.	Complete, monitor long-term.	WS1
	3c	Use is made of community insight through the selection of work topics that are driven by community need, evidence sessions, use of subject experts and data providing the view of residents and community groups. Councillors regularly suggest scrutiny topics based on their community insight and there has been an increase in topics with a public focus, with some topics being generated through matters raised to Council through public representations.	Complete, monitor long-term and revisit in annual work programming for all committees.	CI1

Overview and Scrutiny Action Plan 2023-24

Relevant Extract from:	ID	Action for BCP Council with updates (Latest updates December 2023 in blue text)	RAG and timescales	Code
Statutory Guidance on O&S (ID 1-53) Chief Executive's Assurance Review (ID 54-58) DLUHC Assurance Review (ID 59 – 64)		Officers will continue to maintain focus on community insight and evidence based scrutiny when assisting councillors in work planning and scoping.		
	3d	Develop O&S web pages to clarify public role in O&S, ways to engage and improve ease of access for topic suggestion. Action delayed and will be advanced as resources allow.	Autumn 2024	WP1
Scrutiny has a clear role and focus				
<i>Identifying a clear role and focus – authorities should take steps to ensure scrutiny has a clear role and focus within the organisation, i.e. a niche within which it can clearly demonstrate it adds value. Therefore, prioritisation is necessary to ensure the scrutiny function concentrates on delivering work that is of genuine value and relevance to the work of the wider authority – this is one of the most challenging parts of scrutiny, and a critical element to get right if it is to be recognised as a strategic function of the authority</i>	4a	Scrutiny committees agree a clear communicable role or focus for the year when planning their work programme in order to assist in topic selection and in ensuring that stakeholders can anticipate which topics are likely to be of interest to scrutiny, and plan accordingly for engagement. This may be in the form of a 'lens' (eg. risk) through which to scrutinise topics, or a key priority or set of priorities for a committee (eg. 'budget' or 'ofsted improvement plan') Three out of four O&S committees have agreed a lens for their topic selection and scrutiny approach. The Children's O&S Committee chose not to agree a lens. This will be revisited in future work planning activity to ensure the lenses remain fit for purpose.	Complete, monitor long-term.	WS1
	4b	Committees carefully consider the type and balance of work undertaken to ensure that work aims can be met within the meeting capacity available. This will require a determined focus to undertake work in diverse ways eg. - receiving information based reports outside of meetings, - establishing O&S rapporteurs (topic champions) to maintain oversight of an issue and report back to committee on exceptions - reducing the level of Cabinet decision scrutiny to free up capacity for more overview work. Working methods have been diversified to make better use of meeting resource. Information based reporting is regularly	Complete, monitor long-term.	WM1

Overview and Scrutiny Action Plan 2023-24

Relevant Extract from:	ID	Action for BCP Council with updates (Latest updates December 2023 in blue text)	RAG and timescales	Code
Statutory Guidance on O&S (ID 1-53) Chief Executive's Assurance Review (ID 54-58) DLUHC Assurance Review (ID 59 – 64)		received outside of meetings of through a series of regular informal briefings, now established for each committee. Pre-decision scrutiny levels fell in 2023/4 and have remained stable in 2024/25. There has been an increase in the use of rapporteurs and the approach will be further embedded in 2025/26. There were 2 additional meetings held in 2024/25 which demonstrates that committee based work is mainly keeping to meeting capacity. In 2024/25 meeting duration was long in some cases, resulting in loss of members and less effective scrutiny for some items of business. All committees would benefit from a continued consistent focus on prioritisation to keep to a maximum of 3 items per agenda.		
	4c	Develop user friendly terms of reference documents for each O&S committee based on split of responsibility set out in constitution. Updated terms of reference are now circulated with the forward plan paper for each O&S Committee.	Complete	TOR1
<i>There is a clear distinction between scrutiny and audit</i>				
<i>Authorities should ensure a clear division of responsibilities between the scrutiny function and the audit function. While it is appropriate for scrutiny to pay due regard to the authority's financial position, this will need to happen in the context of the formal audit role. The authority's section 151 officer should advise scrutiny on how to manage this dynamic</i>	5a	Division of responsibility already established within the Articles of the Constitution.	Complete	CR1
	5b	A&G chair invitation to be scheduled into annual programme of O&S Chairs meetings A&G Chair & Vice Chair are now invited to O&S Chairs meetings as standard.	Complete	CM1
<i>While scrutiny has no role in the investigation or oversight of the authority's whistleblowing arrangements, the findings of independent whistleblowing investigations might be of interest to scrutiny committees as they consider their wider implications.</i>	6	Develop a library of O&S oversight information, provided in an online format for Councillors to access independently, to include – The findings of independent whistleblowing investigations HASC O&S Committee has developed a data toolkit, which gathers data and policy information in a digestible format for	Spring/ Summer 2024	L1

Overview and Scrutiny Action Plan 2023-24

Relevant Extract from:	ID	Action for BCP Council with updates (Latest updates December 2023 in blue text)	RAG and timescales	Code
Statutory Guidance on O&S (ID 1-53) Chief Executive's Assurance Review (ID 54-58) DLUHC Assurance Review (ID 59 – 64)		O&S members. This to be rolled out to all committees to include whistleblowing information. Action nearing completion for Children's Svs O&S Committee and is delayed for other committees. Will be progressed according to resource availability.		
The relationship between scrutiny and the executive is effective				
<i>Ensuring early and regular engagement between the executive and scrutiny – authorities should ensure early and regular discussion takes place between scrutiny and the executive, especially regarding the latter's future work programme.</i>	7a	Portfolio Holders attend O&S meetings when requested, or send deputies Attendance of Portfolio Holders at O&S when requested is now well established and will continue to be encouraged.	Complete, monitor long-term.	C1
	7b	The Cabinet Forward Plan is regularly updated with sufficient notice of forthcoming priorities to enable O&S to engage effectively at an early stage in policy shaping. This request remains in place as the Cabinet Forward Plan population could be strengthened. This relies on officers registering planned decisions early. This would give O&S members sufficient time to seek further information on forthcoming issues and plan scrutiny more effectively.	Immediate and ongoing request to Cabinet	C1
	7c	The Constitution sets out that it is good practice for there to be regular, informal dialogue between O&S leads and Portfolio Holders in order that O&S can understand developing Cabinet priorities, discuss and assess the value that Overview and Scrutiny can provide and contribute in a timely way to policy development (O&S Procedure Rule 8.3). Officers regularly encourage this action and some Chairs now have regular meetings in place for this purpose.	Complete, monitor long-term.	CR1
	7d	Role descriptions to be developed for Councillors in leading O&S roles to clarify expectation that scrutiny chairs establish informal working arrangements with relevant Portfolio Holders.	Autumn 2023	RD1

Overview and Scrutiny Action Plan 2023-24

Relevant Extract from:	ID	Action for BCP Council with updates (Latest updates December 2023 in blue text)	RAG and timescales	Code
Statutory Guidance on O&S (ID 1-53) Chief Executive's Assurance Review (ID 54-58) DLUHC Assurance Review (ID 59 – 64)		Role description development has been delayed and will be rescheduled for completion in lead up to next council term, however lead O&S members are regularly encouraged to develop informal working arrangements with relevant Portfolio Holders and some now have regular meetings in place for this purpose.		
	7e	Lines of accountability between scrutiny committees and Portfolio Holders were agreed by Council in April 2022- review after election when any change to Cabinet portfolios are known and document these in a more granular way than is captured within the constitution to aid transparency. Lines of accountability are identified between each area of responsibility under a Portfolio Holder and the relevant O&S committee. This document is circulated with each O&S agenda.	Complete	TOR1
	7f	Maintain a review of the Portfolio/ O&S Committee alignment to ensure that it is fit for purpose, with amendments to be suggested via O&S annual report to Council, as required. Changes are reported annually as standard in the O&S annual report where required.	Complete, monitor annually through annual report process.	AR1
<i>The executive should not try to exercise control over the work of the scrutiny committee. This could be direct, e.g. by purporting to 'order' scrutiny to look at, or not look at, certain issues, or indirect, e.g. through the use of the whip or as a tool of political patronage, and the committee itself should remember its statutory purpose when carrying out its work. All members and officers should consider the role the scrutiny committee plays to be that of a 'critical friend' not a de facto 'opposition'. Scrutiny chairs have a particular role to play in establishing the profile and nature of their committee</i>	8a	O&S considers work requested by Cabinet or Council using the criteria written into the constitution - Criteria already exists in constitution and is used to assess requests. A notable increase in requests from Cabinet and Council have been seen during 2024/25, demonstrating greater council-wide understanding of the role O&S can play in supporting the objectives of the council.	Complete, monitor long-term.	WS1
	8b	New Councillor and refresher training to be provided to include – All Political Groups be reminded of the incompatibility of the whip with O&S, and the forms that this may take.	Complete. Monitor the need for	MT1

Overview and Scrutiny Action Plan 2023-24

Relevant Extract from:	ID	Action for BCP Council with updates (Latest updates December 2023 in blue text)	RAG and timescales	Code
Statutory Guidance on O&S (ID 1-53) Chief Executive's Assurance Review (ID 54-58) DLUHC Assurance Review (ID 59 – 64)		The message was reinforced in training and the CEx had written confirmation from every Group Leader in 2024 that the party whip, or similar, will not be applied around the Overview and Scrutiny functions.	refresher training.	
	8c	O&S chairs to be opposition members, where practicable, to reduce risk of executive control being exercised over O&S – referral to Constitution Review Working Group for consideration of any appropriate Constitution changes to set out this good practice - prior to May 2024 O&S Chairs elections. Since May 2023 all O&S Committees have appointed a Chair, and in most cases, a Vice-Chair, from outside of the Administration. O&S Board has confirmed a wish to include this advice within the constitution. Package of work to review constitution to strengthen areas around O&S has not yet started and will be progressed as resources allow.	Spring 2024	CR1
	8d	Role descriptions to be developed for Councillors in leading roles to clarify expectation that scrutiny chairs establish informal committee pre-meetings, to assist the committee in working towards its aims and taking a cross-party approach to scrutiny. Role description development has been delayed and will be rescheduled for completion in lead up to next council term, however some O&S Chairs have established pre-meetings successfully to develop a scrutiny 'team' mindset and move away from political party lines, and officers continue to encourage these.	Autumn 2023	RD1
	8e	O&S Chairing skills training to be delivered to include the benefit of pre-meetings, and management of political dynamics in scrutiny to avoid a de facto opposition approach. Chairing skills training provided in Summer 2023 induction. Higher level of training through LGA leadership courses has	Complete, monitor long-term.	MT2

Overview and Scrutiny Action Plan 2023-24

Relevant Extract from:	ID	Action for BCP Council with updates (Latest updates December 2023 in blue text)	RAG and timescales	Code
Statutory Guidance on O&S (ID 1-53) Chief Executive's Assurance Review (ID 54-58) DLUHC Assurance Review (ID 59 – 64)				
		been offered to all O&S chairs, including following chairmanship changes to ensure continuity of expertise.		
<i>The chair of the scrutiny committee should determine the nature and extent of an executive member's participation in a scrutiny committee meeting, and in any informal scrutiny task group meeting</i>	9a	Clarity of O&S powers in determining attendees and participation already written into constitution at O&S Procedure Rule 9.1	Complete	CR1
	9b	New Councillor and refresher training to be provided to include – Clarity of scrutiny's powers in determining attendees and participation in O&S.	Complete. Monitor the need for refresher training.	MT1
	9c	Scrutiny committees to be asked to consider appropriate invitees when scoping a piece of work and to consider where more value may be added by an officer/ scrutiny session as opposed to a Cabinet member scrutiny Appropriate invitees are considered in the planning stage for all O&S work. Since May 2023 there has been a noticeable shift in emphasis within the Council, with officers and external witnesses being invited to contribute on specific issues at scrutiny as appropriate. The range of inquiry from councillors to both portfolio holders and officers is now more diverse and this will continue to be encouraged.	Complete, monitor long-term.	WS1
Managing disagreement				
<i>Effective scrutiny involves looking at issues that can be politically contentious. It is therefore inevitable that, at times, an executive will disagree with the findings or recommendations of a scrutiny committee. It is the job of both the executive and scrutiny to work together to reduce the risk of this happening, and authorities should take steps to predict, identify and act on disagreement. One way in which this can be done is via an 'executive-scrutiny protocol' which can help define the relationship between the two and mitigate any differences of opinion before they manifest</i>	10	Executive members and O&S Chairs group to consider the value for BCP in preparing an executive – scrutiny protocol. Executive – scrutiny protocol in development following development session held with CfGS in 2025. Executive members and officers are now also invited into a series of meetings with O&S leads to give opportunity to discuss common aims and barriers to effective scrutiny.	Winter 2023	C1/ CM1

Overview and Scrutiny Action Plan 2023-24

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Statutory Guidance on O&S (ID 1-53) Chief Executive's Assurance Review (ID 54-58) DLUHC Assurance Review (ID 59 – 64)				
<i>themselves in unhelpful and unproductive ways. The benefit of this approach is that it provides a framework for disagreement and debate, and a way to manage it when it happens. Often, the value of such a protocol lies in the dialogue that underpins its preparation. It is important that these protocols are reviewed on a regular basis.</i>				
<i>Scrutiny committees do have the power to 'call in' decisions, i.e. ask the executive to reconsider them before they are implemented, but should not view it as a substitute for early involvement in the decision-making process or as a party-political tool.</i>	11	Use of call-in be monitored and reflected within annual report to Council. Call-in frequency is now reflected in the O&S annual report as standard as a measure of governance health.	Complete, monitor annually through annual report process.	AR1
Ensuring impartial advice from officers				
<i>Authorities, particularly senior officers, should ensure all officers are free to provide impartial advice to scrutiny committees. This is fundamental to effective scrutiny. Of particular importance is the role played by 'statutory officers' – the monitoring officer, the section 151 officer and the head of paid service, and where relevant the statutory scrutiny officer. These individuals have a particular role in ensuring that timely, relevant and high-quality advice is provided to scrutiny.</i>	12	Officer refresher training to be provided to include – The importance of impartial advice to O&S Provided to senior officers in Winter 2024/ Spring 2025. Training included a CfGS led workshop with scrutiny and executive members and had a focus on embedding a clear understanding of scrutiny fundamentals and developing a positive scrutiny culture with all stakeholders across the organisation.	Complete. Monitor the need for refresher training.	OT1
Communicating scrutiny's role and purpose to the wider authority				
<i>The scrutiny function can often lack support and recognition within an authority because there is a lack of awareness among both members and officers about the specific role it plays, which individuals are involved and its relevance to the authority's wider work. Authorities should, therefore, take steps to ensure all members and officers are made aware of the role the scrutiny committee plays in the organisation, its value and the outcomes it can deliver, the powers it has, its membership and, if appropriate, the identity of those providing officer support.</i>	13	Officer refresher training to be provided to include – The identity of those providing officer support to O&S. Provided to senior officers in Winter 2024/ Spring 2025. Training included a CfGS led workshop with scrutiny and executive members and had a focus on embedding a clear understanding of scrutiny fundamentals and developing a positive scrutiny culture with all stakeholders across the organisation.	Complete. Monitor the need for refresher training.	OT1

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Statutory Guidance on O&S (ID 1-53) Chief Executive's Assurance Review (ID 54-58) DLUHC Assurance Review (ID 59 – 64)				
Maintaining the interest of full Council in the work of the scrutiny committee				
<i>Part of communicating scrutiny's role and purpose to the wider authority should happen through the formal, public role of full Council – particularly given that scrutiny will undertake valuable work to highlight challenging issues that an authority will be facing and subjects that will be a focus of full Council's work. Authorities should therefore take steps to ensure full Council is informed of the work the scrutiny committee is doing.</i>	14a	Report annually to Council on the work of scrutiny, and progress on actions to improve scrutiny. <i>Annual report is received by Council annually as standard. 2025 report has been delayed on account of resource availability and will report during winter 2025.</i>	Complete, repeat annually.	AR1
<i>One way in which this can be done is by reports and recommendations being submitted to full Council rather than solely to the executive. Scrutiny should decide when it would be appropriate to submit reports for wider debate in this way, taking into account the relevance of reports to full Council business, as well as full Council's capacity to consider and respond in a timely manner. Such reports would supplement the annual report to full Council on scrutiny's activities and raise awareness of ongoing work.</i>	14b	New Councillor and refresher training to be provided to include – The appropriate route for recommendations to full Council or Cabinet	Complete. Monitor the need for refresher training.	MT1
	14c	Consideration be given to any amendments required to constitution to clarify reporting routes from O&S - referral to Constitution Review Working Group for consideration. <i>Package of work to review constitution to strengthen areas around O&S has not yet started and will be progressed as resources allow.</i>	Spring 2024	CR1
Communicating scrutiny's role to the public				
<i>Authorities should ensure scrutiny has a profile in the wider community. Consideration should be given to how and when to engage the authority's communications officers, and any other relevant channels, to understand how to get that message across. This will usually require engagement early on in the work programming process</i>	15a	Consideration be given to the promotion of outcomes via Communications Team at the scoping stage of O&S work. <i>Some O&S activity relating to high profile decisions is already promoted by the Communications Team. Greater use could be made of promotion opportunities to raise the profile of O&S work. Resources have not been available for a comprehensive approach to this through annual work programming. Consideration of this will instead be encouraged on an ongoing basis at the scoping stage for all O&S work, as resources allow.</i>	In annual work programming for O&S Committees – Autumn 2023	COM1

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	15b	O&S webpage development - See action 3d above.	See relevant action above.	See relevant action above.
Ensuring scrutiny members are supported in having an independent mindset				
<i>Formal committee meetings provide a vital opportunity for scrutiny members to question the executive and officers. Inevitably, some committee members will come from the same political party as a member they are scrutinising and might well have a long-standing personal, or familial, relationship with them.</i>	16a	New Councillor and refresher training to be provided to include – The importance of an independent mind-set to O&S	Complete. Monitor the need for refresher training.	MT1
<i>Scrutiny members should bear in mind, however, that adopting an independent mind-set is fundamental to carrying out their work effectively. In practice, this is likely to require scrutiny chairs working proactively to identify any potentially contentious issues and plan how to manage them.</i>	16b	O&S Chairs are supported by Officers to identify and plan for contentious issues through Chairs briefings. Chairs are well supported by officers in regular briefings to scope and plan the level of interest anticipated in O&S work and any necessary meeting adjustments. Contentious issues such as Poole Park and CGR scrutiny - which included significant councillor and external interest - have been well managed by Chairs resulting in orderly meetings with good opportunity for additional input from interested parties.	Complete, monitor long-term	WS1
	16c	Establish calendar of meeting dates for O&S chairs to include-monitoring the independence of O&S Calendar of meetings planned for 2025/26.	Complete	CM1
Resourcing scrutiny				
<i>The resource an authority allocates to the scrutiny function plays a pivotal role in determining how successful that function is and therefore the value it can add to the work of the authority.</i> <i>Ultimately it is up to each authority to decide on the resource it provides, but every authority should recognise that creating and</i>	17	Consideration be given to the level of officer resource available to support scrutiny and that this is appropriate to ensure effective outputs that add value to the organisation – discussion with O&S chairs group, with views to be passed to Corporate Management Team. Resources available to support Overview and Scrutiny are stretched and the level of O&S activity against officer	Resource monitoring completed in 23/24 and 2024/25, but requires careful	R1/ CMT1

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Relevant Extract from: Statutory Guidance on O&S (ID 1-53) Chief Executive's Assurance Review (ID 54-58) DLUHC Assurance Review (ID 59 – 64)	ID	Action for BCP Council with updates (Latest updates December 2023 in blue text)	RAG and timescales	Code
<i>sustaining an effective scrutiny function requires them to allocate resources to it.</i> <i>When deciding on the level of resource to allocate to the scrutiny function, the factors an authority should consider include: • Scrutiny's legal powers and responsibilities; • The particular role and remit scrutiny will play in the authority; • The training requirements of scrutiny members and support officers, particularly the support needed to ask effective questions of the executive and other key partners, and make effective recommendations; • The need for ad hoc external support where expertise does not exist in the council; • Effectively-resourced scrutiny has been shown to add value to the work of authorities, improving their ability to meet the needs of local people; and • Effectively-resourced scrutiny can help policy formulation and so minimise the need for call-in of executive decisions</i>		resource is significantly higher in BCP Council than some other comparative councils. This has been well documented in O&S annual reports to Council and CMB to raise awareness. The most significant pressures relate to previous and cumulative Council decisions to increase the number of O&S committees and meeting numbers over time, not matched by officer resource to support these. Accompanied by an increase in other committees also resourced by the same team (Democratic Services) the overall resource available to support Overview and Scrutiny work has reduced whilst the level of O&S activity has increased. The impact of this has been a slow rate of progression for planned work, delays to strategic O&S work (such as annual work programme activity), limited resource available to respond to arising issues throughout the year and the likelihood that O&S outcomes have been limited in value as planned work has not benefitted from effective levels of officer support. Proposals have been made to Council in the 2025 annual report to reduce concurrent working group numbers and promote a 'quality of quantity' approach to O&S work. The outcome and impact of any changes agreed will be monitored by the O&S Chairs group and through future annual reports to Council.	ongoing monitoring	
<i>Authorities should also recognise that support for scrutiny committees, task groups and other activities is not solely about budgets and provision of officer time, although these are clearly extremely important elements. Effective support is also about the</i>	18a	New Councillor and refresher training to be provided to include – Use of resource, and effective wider authority engagement in O&S	Complete. Monitor the need for refresher training.	MT1

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Statutory Guidance on O&S (ID 1-53) Chief Executive's Assurance Review (ID 54-58) DLUHC Assurance Review (ID 59 – 64)				
<i>ways in which the wider authority engages with those who carry out the scrutiny function (both members and officers).</i>	18b	Officer refresher training to be provided to include – Use of resource, and effective wider authority engagement in O&S <i>Provided to senior officers in Winter 2024/ Spring 2025. Training included a CfGS led workshop with scrutiny and executive members and had a focus on embedding a clear understanding of scrutiny fundamentals and developing a positive scrutiny culture with all stakeholders across the organisation.</i>	Complete. Monitor the need for refresher training.	OT1
	18c	As required by the constitution, all requests for O&S committees to undertake work are considered by Committees against the current resource levels available to support the request <i>All committees are asked to take account of resources when considering requests for work, especially commissioned work such as working groups and additional meetings. Officer resource to support O&S work has been limited and has resulted in delays to topic progression. To address this, proposals have been made to Council in the 2025 annual report to reduce concurrent working group numbers and promote a 'quality of quantity' approach to O&S work. The outcome and impact of any changes agreed will be monitored by the O&S Chairs group and through future annual reports to Council.</i>	Complete in 23/24 – continue to monitor resource long-term.	R1
	18d	Establish calendar of meeting dates for O&S chairs to include-monitoring the total level of resource available across the O&S function <i>Calendar of meetings planned for 2025/26.</i>	Complete	CM1
Statutory scrutiny officers				
<i>Combined authorities, upper and single tier authorities are required to designate a statutory scrutiny officer, someone whose role is to:</i> <i>• promote the role of the authority's scrutiny committee;</i> <i>• provide support to the scrutiny committee and its members; and</i>	19a	Statutory scrutiny officer is appointed and sits within the Democratic Services Team.	Complete	R1

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Statutory Guidance on O&S (ID 1-53) Chief Executive's Assurance Review (ID 54-58) DLUHC Assurance Review (ID 59 – 64) <i>• provide support and guidance to members and officers relating to the functions of the scrutiny committee.</i>	19b	The Statutory Scrutiny Officer role is set out in the constitution to aid authority wide understanding - referral to Constitution Review Working Group for consideration. <i>Package of work to review constitution to strengthen areas around O&S has not yet started and will be progressed as resources allow.</i>	Winter 2023	CR1
	19c	New Councillor and refresher training to be provided to include – The role of the statutory scrutiny officer, to increase visibility	Complete. Monitor the need for refresher training.	MT1
	19d	Officer refresher training to be provided to include – The role of the statutory scrutiny officer, to increase visibility. <i>Provided to senior officers in Winter 2024/ Spring 2025. Training included a CfGS led workshop with scrutiny and executive members and had a focus on embedding a clear understanding of scrutiny fundamentals and developing a positive scrutiny culture with all stakeholders across the organisation.</i>	Complete. Monitor the need for refresher training.	OT1
	19e	Consider the interface of the statutory scrutiny officer role with Corporate Management Team to ensure that planning for engagement with scrutiny can be considered for significant forthcoming decisions. <i>O&S Specialist attends CMB as required to discuss key issues. Council Leader, Chief Executive, Sec 151 Officer and Monitoring Officer now invited into regular meetings with O&S Chairs to assist in identifying key issues to O&S.</i>	Complete	CMT1

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Officer resource models				
<i>Authorities should ensure that, whatever model they employ, officers tasked with providing scrutiny support are able to provide impartial advice. This might require consideration of the need to build safeguards into the way that support is provided. The nature of these safeguards will differ according to the specific role scrutiny plays in the organisation.</i>	20	Officer refresher training to be provided to include – The importance of impartial advice to O&S. Provided to senior officers in Winter 2024/ Spring 2025. Training included a CfGS led workshop with scrutiny and executive members and had a focus on embedding a clear understanding of scrutiny fundamentals and developing a positive scrutiny culture with all stakeholders across the organisation.	Complete. Monitor the need for refresher training.	OT1
Selecting Committee Members				
<i>Selecting the right members to serve on scrutiny committees is essential if those committees are to function effectively. Where a committee is made up of members who have the necessary skills and commitment, it is far more likely to be taken seriously by the wider authority.</i>	21a	New Councillor and refresher training to be provided to include – Appropriate selection of committee members, in order that this can be taken account of by political groups when establishing their committee representation.	Complete. Monitor the need for refresher training.	MT1

Overview and Scrutiny Action Plan 2023-24

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Statutory Guidance on O&S (ID 1-53) Chief Executive's Assurance Review (ID 54-58) DLUHC Assurance Review (ID 59 – 64)				
<i>When selecting individual members to serve on scrutiny committees, an authority should consider a member's experience, expertise, interests, ability to act impartially, ability to work as part of a group, and capacity to serve.</i> <i>Authorities should not take into account a member's perceived level of support for or opposition to a particular political party (notwithstanding the wider legal requirement for proportionality)</i> <i>Members invariably have different skill-sets. What an authority must consider when forming a committee is that, as a group, it possesses the requisite expertise, commitment and ability to act impartially to fulfil its functions.</i>	21b	A programme of ongoing scrutiny skills training to be developed for delivery to O&S Councillors throughout municipal year 2023/24. Following induction training, a range of development opportunities have been provided to councillors through the LGA, the South West Scrutiny Network and the Centre for Governance and Scrutiny. This has included bespoke in-house training to develop work programming and a collective understanding of a positive scrutiny culture. Online training opportunities are regularly promoted and taken up by councillors and O&S Chairs meetings have training as a standard item on agendas to review arising needs.	Complete, monitor long-term	MT3
<i>Authorities are reminded that members of the executive cannot be members of a scrutiny committee. Authorities should take care to ensure that, as a minimum, members holding less formal executive positions, e.g. as Cabinet assistants, do not sit on scrutinising committees looking at portfolios to which those roles relate.</i> <i>Authorities should articulate in their constitutions how conflicts of interest, including familial links between executive and scrutiny responsibilities should be managed, including where members stand down from the executive and move to a scrutiny role, and vice-versa.</i>	22a	Review Constitution rules for clarity on the principle of Executive lead members sitting on O&S referral to Constitution Review Working Group for consideration. Constitution identifies that Executive lead members cannot sit on O&S.	Complete	CR1
	22b	Review constitution to consider providing further clarity on how to manage conflicts of interest, including when Councillors move between roles - referral to Constitution Review Working Group for consideration. Package of work to review constitution to strengthen areas around O&S has not yet started and will be progressed as resources allow.	Winter 2023	CR1

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Statutory Guidance on O&S (ID 1-53) Chief Executive's Assurance Review (ID 54-58) DLUHC Assurance Review (ID 59 – 64)				
Selecting a chair				
<i>The Chair plays a leadership role on a scrutiny committee as they are largely responsible for establishing its profile, influence and ways of working.</i>	23a	New Councillor and refresher training to be provided to include – Appropriate selection of committee chairs, in order that this can be taken account of by political groups when establishing their proposed chair nominees	Complete. Monitor the need for refresher training.	MT1
<i>The attributes authorities should and should not take into account when selecting individual committee members also apply to the selection of the Chair, but the Chair should also possess the ability to lead and build a sense of teamwork and consensus among committee members.</i>	23b	O&S Chairing skills training to be delivered to include - leadership skills. Chairing skills training provided in Summer 2023 induction. Higher level of training through LGA leadership courses has been offered to all O&S chairs, including following chairmanship changes to ensure continuity of expertise.	Complete, monitor long-term	MT2
<i>Given their pre-eminent role on the scrutiny committee, it is strongly recommended that the Chair not preside over scrutiny of their relatives</i>	24	Review constitution to consider providing further clarity on the Chair not presiding over scrutiny of relatives- referral to Constitution Review Working Group for consideration. Package of work to review constitution to strengthen areas around O&S has not yet started and will be progressed as resources allow.	Winter 2023	CR1
<i>The method for selecting a Chair is for each authority to decide for itself, however every authority should consider taking a vote by secret ballot.</i>	25a	Secret ballot method vote for Chair and Vice Chair is already in place within constitution at Meeting Procedure Rule 19.	Complete	CR1
	25b	See 8c above 'opposition chairs'	See relevant action above.	CR1
The role of the chair				
<i>Chairs should pay special attention to the need to guard the committee's independence. Importantly, however, they should take care to avoid the committee being, and being viewed as, a de facto opposition to the executive.</i>	26	O&S Chairing skills training to be delivered to include – independence of O&S, and the need to avoid de facto opposition role. Chairing skills training provided in Summer 2023 induction. Higher level of training through LGA leadership courses has been offered to all O&S chairs, including following chairmanship changes to ensure continuity of expertise.	Complete, monitor long-term	MT2

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Statutory Guidance on O&S (ID 1-53) Chief Executive's Assurance Review (ID 54-58) DLUHC Assurance Review (ID 59 – 64)				
Training for committee members				
<i>Authorities should ensure committee members are offered induction when they take up their role and ongoing training so they can carry out their responsibilities effectively. Authorities should pay attention to the need to ensure committee members are aware of their legal powers, and how to prepare for and ask relevant questions at scrutiny sessions.</i> <i>When deciding on training requirements for committee members, authorities should consider taking advantage of opportunities offered by external providers in the sector.</i>	27a	See action 2a above - new Councillor and refresher training on statutory powers of O&S	See relevant action above.	MT1
	27b	A programme of ongoing scrutiny skills training to be developed for delivery to O&S Councillors throughout municipal year 2023/24, to include – questioning skills training. Questioning skills training was incorporated into O&S induction training and refreshed through scrutiny culture development sessions and LGA training targeted at Children's O&S members. O&S Chairs keep training needs under review and additional training of this nature can be planned according to need and budget availability.	Complete, monitor long-term	MT3
	27c	Training to be delivered by external facilitators as appropriate and according to budget available. A mix of in-house support and external facilitators have been used in training and development to date to provide additional O&S expertise and insight to specific training areas as appropriate. This approach will continue to be used according to need and budget availability.	Complete, monitor long-term.	MT3
<i>While members and their support officers will often have significant local insight and an understanding of local people and their needs, the provision of outside expertise can be invaluable. There are two principal ways to procure this:</i> • <i>Co-option – formal co-option is provided for in legislation.</i> <i>Authorities must establish a co-option scheme to determine how individuals will be co-opted onto committees; and</i> • <i>Technical advisers – depending on the subject matter, independent local experts might exist who can provide advice and assistance in evaluating evidence</i>	28a	Facility to use external experts by O&S is already set out in constitution at Article 6, Rule 6.6.	Complete	CR1
	28b	Consideration be given to the appropriate use of external experts at the scoping stage of O&S work. Greater use of subject experts and community insight have been included in O&S since May 2023. Examples include a subject expert on the Safety Valve programme, developer input to Local Plan discussions, regular	Complete, monitor long-term.	WS1

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Statutory Guidance on O&S (ID 1-53) Chief Executive's Assurance Review (ID 54-58) DLUHC Assurance Review (ID 59 – 64)				
		Healthwatch contributions at HASC O&S Committee, Chief Nurse input to Children's Svs O&S and expert insight from independent bodies on parish councils and charter trustees to CGR. The terms of reference of the Environment & Place O&S Committee were amended by Council in September 2023, to allow the inclusion of additional insight on sustainability matters in the form of two non-voting member independent members but this has not yet been taken up by the committee. Renewal of statutory Children's Services co-optees is in process. Use of community insight and evidence will continue to encourage at the scoping stage of forthcoming work.		
Powers to Access Information				
<i>A scrutiny committee needs access to relevant information the authority holds, and to receive it in good time, if it is to do its job effectively.</i>	29a	Enhanced rights of O&S in relation to access to information are already set out in Constitution at Access to Information Procedure Rule 24.	Complete	CR1
<i>This need is recognised in law, with members of scrutiny committees enjoying powers to access information. In particular, regulations give enhanced powers to a scrutiny member to access exempt or confidential information. This is in addition to existing rights for councillors to have access to information to perform their duties, including common law rights to request information and rights to request information under the Freedom of Information Act 2000 and the Environmental Information Regulations 2004.</i>	29b	New Councillor and refresher training to be provided to include – enhanced rights of O&S in relation to access to information	Complete. Monitor the need for refresher training.	MT1
<i>When considering what information scrutiny needs in order to carry out its work, scrutiny members and the executive should consider scrutiny's role and the legal rights that committees and their individual members have, as well as their need to receive timely and accurate information to carry out their duties effectively.</i>				

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Statutory Guidance on O&S (ID 1-53) Chief Executive's Assurance Review (ID 54-58) DLUHC Assurance Review (ID 59 – 64)				
<i>Scrutiny members should have access to a regularly available source of key information about the management of the authority – particularly on performance, management and risk. Where this information exists, and scrutiny members are given support to understand it, the potential for what officers might consider unfocused and unproductive requests is reduced as members will be able to frame their requests from a more informed position.</i>	30a	Develop a library of O&S oversight information, provided in an online format for Councillors to access independently, to include - Performance, Management, Finance, Risk, Complaints, Business Cases and Ombudsman information. This will assist in 'horizon scanning' to enhance the effectiveness of O&S work planning. <i>Action to develop online library of resources not yet actioned and will progress as resources allow.</i> <i>Progress has been made towards sharing some of this information with O&S councillors regularly, such as through a HASC O&S data toolkit document that gathers much of the above data in one place, and through regular reporting of corporate performance information into O&S committees.</i> <i>Development of the online library will provide consistency of approach when completed.</i>	Spring/ Summer 24	L1
	30b	A programme of ongoing scrutiny skills training to be developed for delivery to O&S Councillors throughout municipal year 2023/24, to include – Interpretation of performance, management and risk information, and its application to O&S work programming. <i>LGA training opportunities in February and March 2024 on 'Data and Managing Council Performance' was promoted to all councillors.</i> <i>O&S Chairs keep training needs under review and additional training of this nature can be planned according to need and budget availability.</i>	Complete, monitor long-term	MT3
<i>Officers should speak to scrutiny members to ensure they understand the reasons why information is needed, thereby making the authority better able to provide information that is relevant and timely, as well as ensuring that the authority complies with legal requirements.</i>	31	Support scrutiny committees to be clear in identifying information needs and to scope larger pieces of work effectively so that information expectations can be met by officers and executive members.	Complete – monitor long-term	WS1

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Statutory Guidance on O&S (ID 1-53) Chief Executive's Assurance Review (ID 54-58) DLUHC Assurance Review (ID 59 – 64) <i>Regulations already stipulate a timeframe for executives to comply with requests from a scrutiny member. When agreeing to such requests, authorities should:</i> <i>• consider whether seeking clarification from the information requester could help better target the request; and</i> <i>• Ensure the information is supplied in a format appropriate to the recipient's needs.</i>		– In annual work programming for O&S Committees and ongoing, during work programming discussions at each meeting. Key Lines of Enquiry documents were introduced in 2023/24 and are now embedded across all committees. These capture key questions and data requests from committees for scrutiny topics, providing a clearer audit trail of the ask of scrutiny for both committees and information providers. In 2024, HASC O&S completed a working group on data and produced a Data Toolkit to capture its findings. This includes clear guidance on a standard data request for HASC O&S committee reports - a process that can be mirrored by the other committees. The Children's O&S has developed a similar toolkit throughout 2025 and will launch this soon.		
<i>While each request for information should be judged on its individual merits, authorities should adopt a default position of sharing the information they hold, on request, with scrutiny committee members.</i>	32	Officer refresher training to be provided to include – Default position of sharing information with O&S Provided to senior officers in Winter 2024/ Spring 2025. Training included a CfGS led workshop with scrutiny and executive members and had a focus on embedding a clear understanding of scrutiny fundamentals and developing a positive scrutiny culture with all stakeholders across the organisation.	Complete. Monitor the need for refresher training.	OT1
<i>The law recognises that there might be instances where it is legitimate for an authority to withhold information and places a requirement on the executive to provide the scrutiny committee with a written statement setting out its reasons for that decision. However, members of the executive and senior officers should take particular care to avoid refusing requests, or limiting the information they provide, for reasons of party political or reputational expediency. Before an authority takes a decision not</i>	33a	Situations where information may be withheld from O&S, and actions to communicate this, are already set out in the Constitution at Access to Information Procedure Rule 24.	Complete	CR1
	33b	New Councillor and refresher training to be provided to include – Default position of sharing information with O&S, and situations where information may be withheld.	Complete. Monitor the need for refresher training.	MT1

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<i>to share information it holds, it should give serious consideration to whether that information could be shared in closed session</i>	33c	Officer refresher training to be provided to include – Default position of sharing information with O&S, and situations where information may be withheld. <i>Provided to senior officers in Winter 2024/ Spring 2025. Training included a CfGS led workshop with scrutiny and executive members and had a focus on embedding a clear understanding of scrutiny fundamentals and developing a positive scrutiny culture with all stakeholders across the organisation.</i>	Complete. Monitor the need for refresher training.	OT1
<i>Committees should be aware of their legal power to require members of the executive and officers to attend before them to answer questions. It is the duty of members and officers to comply with such requests.</i>	34a	Requirement for Cabinet members and officers to attend O&S when requested is already set out in constitution at O&S Procedure Rule 9.	Complete	CR1
	34b	Identification of attendees and formal requests to Cabinet and officers to attend is required by the constitution and an embedded practice.	Complete, monitor long-term.	WS1
	34c	Portfolio Holders attend O&S meetings in response to requests, or send deputies. <i>Attendance of Portfolio Holders at O&S when requested is now well established and will continue to be encouraged.</i>	Complete, monitor long-term.	C1
	34d	New Councillor and refresher training to be provided to include – Requirement of Cabinet members and officers to attend scrutiny when requested	Complete. Monitor the need for refresher training.	MT1
	34e	Officer refresher training to be provided to include – Requirement of Cabinet members and officers to attend scrutiny when requested. <i>Provided to senior officers in Winter 2024/ Spring 2025. Training included a CfGS led workshop with scrutiny and executive members and had a focus on embedding a clear</i>	Complete. Monitor the need for refresher training.	OT1

Overview and Scrutiny Action Plan 2023-24

Relevant Extract from:	ID	Action for BCP Council with updates (Latest updates December 2023 in blue text)	RAG and timescales	Code
Statutory Guidance on O&S (ID 1-53) Chief Executive's Assurance Review (ID 54-58) DLUHC Assurance Review (ID 59 – 64)				
		understanding of scrutiny fundamentals and developing a positive scrutiny culture with all stakeholders across the organisation.		
Seeking information from external organisations				
<i>Scrutiny members should also consider the need to supplement any authority-held information they receive with information and intelligence that might be available from other sources, and should note in particular their statutory powers to access information from certain external organisations</i>	35	Develop a library of O&S oversight information, provided in an online format for Councillors to access independently, to include - Information from external organisations, as appropriate, to support individual work items and annual work programming Action to develop online library of resources not yet actioned and will progress as resources allow. Progress has been made towards sharing some of this information with O&S councillors regularly, such as through a HASC O&S data toolkit document that gathers much of the above data in one place, and through regular reporting of corporate performance information into O&S committees. Development of the online library will provide consistency of approach when completed.	Spring/ Summer 24	L1
<i>When asking an external organisation to provide documentation or appear before it, and where that organisation is not legally obliged to do either, scrutiny committees should consider the following:</i>	36a	Guidelines for scrutinising external organisations is already included within the Council's Constitution at O&S Procedure Rule 10.	Complete	CR1
<i>a) The need to explain the purpose of scrutiny – the organisation being approached might have little or no awareness of the committee's work, or of an authority's scrutiny function more generally, and so might be reluctant to comply with any request;</i> <i>b) The benefits of an informal approach – individuals from external organisations can have fixed perceptions of what an evidence session entails and may be unwilling to subject themselves to detailed public scrutiny if they believe it could reflect badly on them or their employer. Making an informal approach can help reassure</i>	36b	Develop a user-friendly protocol to assist committees with approaching, preparing for and scrutinising external organisations. Not started. To be progressed as resources allow.	Summer 2024	P1

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<i>an organisation of the aims of the committee, the type of information being sought and the manner in which the evidence session would be conducted;</i> <i>c) How to encourage compliance with the request – scrutiny committees will want to frame their approach on a case by case basis. For contentious issues, committees might want to emphasise the opportunity their request gives the organisation to 'set the record straight' in a public setting; and</i> <i>d) Who to approach – a committee might instinctively want to ask the Chief Executive or Managing Director of an organisation to appear at an evidence session, however it could be more beneficial to engage front-line staff when seeking operational-level detail rather than senior executives who might only be able to talk in more general terms. When making a request to a specific individual, the committee should consider the type of information it is seeking, the nature of the organisation in question and the authority's pre-existing relationship with it.</i>				
Following 'the Council Pound'				
<i>Scrutiny committees will often have a keen interest in 'following the council pound', i.e. scrutinising organisations that receive public funding to deliver goods and services.</i> <i>Authorities should recognise the legitimacy of this interest and, where relevant, consider the need to provide assistance to scrutiny members and their support staff to obtain information from organisations the council has contracted to deliver services. In particular, when agreeing contracts with these bodies, authorities should consider whether it would be appropriate to include a requirement for them to supply information to or appear before scrutiny committees</i>	37	Officer refresher training to be provided to include – Support to scrutiny committees in respect of scrutinising organisations that receive public funding to deliver goods and services <i>Provided to senior officers in Winter 2024/ Spring 2025. Training included a CfGS led workshop with scrutiny and executive members and had a focus on embedding a clear understanding of scrutiny fundamentals and developing a positive scrutiny culture with all stakeholders across the organisation.</i>	Complete. Monitor the need for refresher training.	OT1

Overview and Scrutiny Action Plan 2023-24

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Statutory Guidance on O&S (ID 1-53) Chief Executive's Assurance Review (ID 54-58) DLUHC Assurance Review (ID 59 – 64)				
Planning Work				
<i>Effective scrutiny should have a defined impact on the ground, with the committee making recommendations that will make a tangible difference to the work of the authority. To have this kind of impact, scrutiny committees need to plan their work programme, i.e. draw up a long-term agenda and consider making it flexible enough to accommodate any urgent, short-term issues that might arise during the year.</i>	38a	O&S committees agree a work programme annually drawing ideas from relevant sources, that enables reports to be prepared and brought to the committee in a timely way. All O&S committees completed annual work programming in 2023/24, basing suggestions on a variety of relevant sources. Work programming in 2025 has been delayed. Whilst annual programming is good practice, committees are able to plan on a rolling basis in the absence of an annual approach and will continue to do so until resources can be released to support this.	Completed in 2023/24, delayed in 2025.	WS1
	38b	Work programmes are based on realistic assessment of resources available to O&S, also retaining capacity for some arising issues to be accommodated. All committees are asked to take account of resources when considering requests for work, especially commissioned work such as working groups and additional meetings. Officer resource to support O&S work has been limited and has resulted in delays to topic progression. To address this, proposals have been made to Council in the 2025 annual report to reduce concurrent working group numbers and promote a 'quality of quantity' approach to O&S work. The outcome and impact of any changes agreed will be monitored by the O&S Chairs group and through future annual reports to Council. All committees would benefit from retaining clear capacity within their annual work programmes to ensure space exists to respond to arising issues throughout the year without exceeding resource.	Monitor resource availability and impact of Council decision on work programme numbers.	R1
	38c	New Councillor and refresher training to be provided to include – Effective O&S Work programming and best use of resources	Complete. Monitor the need for	MT1

Overview and Scrutiny Action Plan 2023-24

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Statutory Guidance on O&S (ID 1-53) Chief Executive's Assurance Review (ID 54-58) DLUHC Assurance Review (ID 59 – 64)			refresher training.	
	38d	Feedback is gathered on O&S outputs and a tool developed to measure the success of O&S. <i>Not started. This is identified as a key aim in the 2025 O&S annual report and will be progressed as resources allow.</i>	Summer 2024	P1
<i>Authorities with multiple scrutiny committees sometimes have a separate work programme for each committee. Where this happens, consideration should be given to how to co-ordinate the various committees' work to make best use of the total resources available.</i>	39a	Each O&S committee may establish separate work plans, with responsibility for monitoring use of resource across all work plans sitting with O&S Board, supported by O&S Chairs. This is set out in the Constitution. <i>Proposals have been made in the 2025 O&S annual report that controls on the use of O&S resource be strengthened via the O&S Chairs group. If agreed, changes will be made to the constitution to reflect that. these members will agree the priority order of in-depth work across all committees to more effectively manage resource.</i>	Complete	CR1
	39b	Establish calendar of meeting dates for O&S chairs to include collective leadership monitoring of O&S resource <i>Calendar of meetings planned for 2025/26.</i>	Autumn 2023	CM1
Being clear about scrutiny's role				
<i>Scrutiny works best when it has a clear role and function. This provides focus and direction. While scrutiny has the power to look at anything which affects 'the area, or the area's inhabitants', authorities will often find it difficult to support a scrutiny function that carries out generalised oversight across the wide range of issues experienced by local people, particularly in the context of partnership working. Prioritisation is necessary, which means that there might be things that, despite being important, scrutiny will not be able to look at.</i>	40	See actions 4a, b and c above – O&S 'focus', working methods and terms of reference.	See relevant actions above	WS1/ WM1/ TOR1

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Statutory Guidance on O&S (ID 1-53) Chief Executive's Assurance Review (ID 54-58) DLUHC Assurance Review (ID 59 – 64)				
<i>Different overall roles could include having a focus on risk, the authority's finances, or on the way the authority works with its partners.</i> <i>Applying this focus does not mean that certain subjects are 'off limits'. It is more about looking at topics and deciding whether their relative importance justifies the positive impact scrutiny's further involvement could bring.</i>				
<i>When thinking about scrutiny's focus, members should be supported by key senior officers. The statutory scrutiny officer, if an authority has one, will need to take a leading role in supporting members to clarify the role and function of scrutiny, and championing that role once agreed.</i>	41a	Senior officers and the statutory scrutiny officer support committees in selecting priorities that are of relevance and can add value to the organisation. – In annual work programming for O&S Committees and ongoing, during work programming discussions at each meeting. Senior officers provide good support to O&S in planning work. In 2025, the Chief Executive, Section 151 Officer and Monitoring Officer have all proactively suggested topics and approaches for scrutiny. All senior officers are asked to provide topic suggestions as part of standard annual work programming methodology. The O&S Specialist and Democratic Services team provide support on scrutiny priorities on an ongoing basis. This support is balanced against other service priorities and so is limited by resource availability. Scrutiny outcomes could be strengthened if direct officer support could be provided to greater depth and more consistently provided, and will remain resource dependent. All committees would benefit from regularly assessing the value that has been added by their work, to inform future work planning.	Complete, monitor long-term	WS1

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Statutory Guidance on O&S (ID 1-53) Chief Executive's Assurance Review (ID 54-58) DLUHC Assurance Review (ID 59 – 64)				
	41b	Statutory scrutiny officer to ensure that scrutiny priorities are promoted to Executive members and the wider officer corps via Corporate Management Board and information sharing with Cabinet members. All annual work programmes have been developed and are shared with each O&S committee agenda. Mechanisms are in place for promoting scrutiny priorities within the organisation: CMB has agreed to receive all O&S work programmes on a quarterly basis. The Leader and senior council officers are now invited into regular meetings with all O&S chairs to promote effective information sharing between O&S and executive. O&S lead members are regularly encouraged to form effective informal relationships with cabinet members for information sharing purposes.	Complete, monitor long-term.	WS1
Who to speak to				
<i>Evidence will need to be gathered to inform the work programming process. This will ensure that it looks at the right topics, in the right way and at the right time. Gathering evidence requires conversations with:</i> <i>The public -</i> <i>It is likely that formal 'consultation' with the public on the scrutiny work programme will be ineffective. Asking individual scrutiny members to have conversations with individuals and groups in their own local areas can work better. Insights gained from the public through individual pieces of scrutiny work can be fed back into the work programming process. Listening to and participating in conversations in places where local people come together, including in online forums, can help authorities engage people on their own terms and yield more positive results</i>	42a	New Councillor and refresher training to be provided to include – Sources of input to annual work programming, to include community insight to their scrutiny work, partner information and Cabinet forthcoming priorities	Complete. Monitor the need for refresher training.	MT1
	42b	See 3C above – use of community insight in O&S work	See relevant action above.	CI1
	42c	Statutory scrutiny officer to work with communications team to establish how scrutiny can promote its work priorities and gather public insight. To include proactive work with communications team in Spring 2024 to gather public insight to inform future annual work programming in Summer 2024. Not started, to be progressed as resources allow.	Spring 2024	COM1

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Statutory Guidance on O&S (ID 1-53) Chief Executive's Assurance Review (ID 54-58) DLUHC Assurance Review (ID 59 – 64)				
<i>Authorities should consider how their communications officers can help scrutiny engage with the public, and how wider internal expertise and local knowledge from both members and officers might make a contribution.</i> <i>The authority's partners –</i> <i>relationships with other partners should not be limited to evidence-gathering to support individual reviews or agenda items. A range of partners are likely to have insights that will prove useful:</i> <i>o Public sector partners (like the NHS and community safety partners, over which scrutiny has specific legal powers);</i> <i>o Voluntary sector partners;</i> <i>o Contractors and commissioning partners (including partners in joint ventures and authority-owned companies);</i> <i>o In parished areas, town, community and parish councils;</i> <i>o Neighbouring principal councils (both in two-tier and unitary areas);</i> <i>o Cross-authority bodies and organisations, such as Local Enterprise Partnerships; and</i> <i>o Others with a stake and interest in the local area – large local employers, for example.</i> <i>The executive –</i> <i>a principal partner in discussions on the work programme should be the executive (and senior officers). The executive should not direct scrutiny's work, but conversations will help scrutiny members better understand how their work can be designed to align with</i>	42d	See 35 above: Develop a library of O&S oversight information, provided in an online format for Councillors to access independently, to include - Information from external organisations, as appropriate, to support individual work items and annual work programming	See relevant action above.	L1
	42e	Cabinet is asked to provide input to annual O&S work programming to indicate forthcoming areas of work where O&S can add value. <i>Cabinet are asked to provide ideas for annual work programming as standard, and have also contributed in-year ideas for scrutiny in 2024/25.</i>	Complete.	C1
	42f	See 7b above: The Cabinet Forward Plan is regularly updated with sufficient notice of forthcoming priorities to enable O&S to engage effectively at an early stage in policy shaping	See relevant action above.	C1
	42g	See 7d above: Role descriptions to be developed for Councillors in leading O&S roles to clarify expectation that scrutiny chairs establish informal working arrangements with relevant Portfolio Holders to ensure scrutiny can be informed of Cabinet priorities in a timely way.	See relevant action above.	RD1

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<i>the best opportunities to influence the authority's wider work.</i>				
Information sources				
Scrutiny will need access to relevant information to inform its work programme. The type of information will depend on the specific role and function scrutiny plays within the authority, but might include: • Performance information from across the authority and its partners; • Finance and risk information from across the authority and its partners; • Corporate complaints information, and aggregated information from political groups about the subject matter of members' surgeries; • Business cases and options appraisals (and other planning information) for forthcoming major decisions. This information will be of particular use for pre -decision scrutiny; and • Reports and recommendations issued by relevant ombudsmen, especially the Local Government and Social Care Ombudsman. As committees can meet in closed session, commercial confidentiality should not preclude the sharing of information. Authorities should note, however, that the default for meetings should be that they are held in public	43a	See 30a above: Develop a library of O&S oversight information, provided in an online format for Councillors to access independently, to include - Performance, Management, Finance, Risk, Complaints, Business Cases and Ombudsman information. This will assist in 'horizon scanning' to enhance the effectiveness of O&S work planning.	See relevant action above.	L1
	43b	Presumption is made that library of information for O&S Councillors is public, with non- public information shared in appropriate alternative environment to ensure Councillors can remain informed. <i>The presumption for information shared with O&S to be public is already an embedded practice, with appropriate consideration given on an arising basis to O&S requests for non-public information.</i>	Complete, monitor long-term.	L1
Scrutiny members should consider keeping this information under regular review. It is likely to be easier to do this outside committee, rather than bringing such information to committee 'to note', or to provide an update, as a matter of course.	44	Support committees to work in more diverse ways to maintain oversight of key information, including circulating information outside of meetings and the use of rapporteurs or champions for particular topics. This will free up committee resource for value added scrutiny. <i>Working methods have now been diversified to make better use of meeting resource. Information based reporting is regularly received outside of meetings of through a series of regular informal briefings, now established for each committee. There</i>	In annual work programming for O&S Committees – Autumn 2023	WM1

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Statutory Guidance on O&S (ID 1-53) Chief Executive's Assurance Review (ID 54-58) DLUHC Assurance Review (ID 59 – 64)		has been an increase in the use of rapporteurs and the approach will be further embedded in 2025/26. This action has not been marked as completed, as, although working methods have diversified, analysis of 24/25 work outputs across all committees show an overbalance of monitoring/update reports in HASC and Children's Services O&S. This is taking up time that could be used for other value-added scrutiny. These committees would benefit from an ongoing rigorous approach to committee agenda planning, to ensure monitoring work does not over balance agendas and committee time can be used to reach valuable outcomes. Officers will continue to support this approach.		
Shortlisting topics				
<i>Approaches to shortlisting topics should reflect scrutiny's overall role in the authority. This will require the development of bespoke, local solutions, however when considering whether an item should be included in the work programme, the kind of questions a scrutiny committee should consider might include:</i> • Do we understand the benefits scrutiny would bring to this issue? • How could we best carry out work on this subject? • What would be the best outcome of this work? • How would this work engage with the activity of the executive and other decision-makers, including partners?	45a	Extend the use of the 'scrutiny request form' already in place for commissioned items, to encourage consideration of the value to be added by all reports, such as scrutiny's consideration of Cabinet pre-decision items and officer proposed items. – In annual work programming for O&S Committees and ongoing, during work programming discussions at each meeting. The use of the 'scrutiny request form' is embedded for councillor requests. It is not currently used for requests to consider other items such as Cabinet items or officer proposed items. O&S Chairs have confirmed that they do not feel a documented process for officer or cabinet requests is necessary. Careful consideration of the likely benefits of all intended work prior to commencement, regardless of origin, will continue to be encouraged by officers that support O&S.	Complete, monitor long-term.	WS1

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Statutory Guidance on O&S (ID 1-53) Chief Executive's Assurance Review (ID 54-58) DLUHC Assurance Review (ID 59 – 64)				
<i>Some authorities use scoring systems to evaluate and rank work programme proposals. If these are used to provoke discussion and debate, based on evidence, about what priorities should be, they can be a useful tool. Others take a looser approach. Whichever method is adopted, a committee should be able to justify how and why a decision has been taken to include certain issues and not others.</i> <i>Scrutiny members should accept that shortlisting can be difficult; scrutiny committees have finite resources and deciding how these are best allocated is tough. They should understand that, if work programming is robust and effective, there might well be issues that they want to look at that nonetheless are not selected.</i>	45b	Review 'scrutiny request form' and update as appropriate to incorporate all suggested areas referenced in O&S guidance. <i>Not started. To be progressed as resources allow.</i>	Autumn 2023	P1
	45c	See 18c above: As required by the constitution, all requests for O&S work are considered by Committees against the current resource levels available to support the request	See relevant action above.	R1
Carrying out work				
Selected topics can be scrutinised in several ways, including: a) As a single item on a committee agenda – this often presents a limited opportunity for effective scrutiny, but may be appropriate for some issues or where the committee wants to maintain a formal watching brief over a given issue; b) At a single meeting – which could be a committee meeting or something less formal. This can provide an opportunity to have a single public meeting about a given subject, or to have a meeting at which evidence is taken from a number of witnesses; c) At a task and finish review of two or three meetings – short, sharp scrutiny review are likely to be most effective even for complex topics. Properly focused, they ensure members can swiftly reach conclusions and make recommendations, perhaps over the course of a couple of months or less;	46a	Methods of carrying out O&S work are set out within the Constitution at Article 6, Rule 6.9.	Complete	CR1
	46b	Support committees to actively consider diverse ways of working other than committee reports to secure most effective outputs. <i>O&S working methods have diversified and now regularly include committee reporting, outside of committee briefings, rapporteurs and working groups. Diverse working methods will continue to be encouraged.</i>	Complete, monitor long-term	WM1
	46c	Review and develop task and finish/ working group scoping document, protocol and joint working group protocol <i>Not started. To be progressed as resources allow.</i>	Summer 2024	P1

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d) Via a longer-term task and finish review – the 'traditional' task and finish model – with perhaps six or seven meetings spread over a number of months – is still appropriate when scrutiny needs to dig into a complex topic in significant detail. However, the resource implications of such work, and its length, can make it unattractive for all but the most complex matters; and e) By establishing a 'standing panel' – this falls short of establishing a whole new committee but may reflect a necessity to keep a watching brief over a critical local issue, especially where members feel they need to convene regularly to carry out that oversight. Again, the resource implications of this approach means that it will be rarely used.				
Evidence sessions				
Evidence sessions are a key way in which scrutiny committees inform their work. They might happen at formal committee, in less formal 'task and finish' groups or at standalone sessions. Good preparation is a vital part of conducting effective evidence sessions. Members should have a clear idea of what the committee hopes to get out of each session and appreciate that success will depend on their ability to work together on the day.	47	Consider the appropriateness of conducting evidence sessions to scrutinise particular topics when planning annual work programmes. These will need proactive planning to ensure that sufficient resource can be made available to support effective sessions. An evidence based approach is encouraged on an ongoing basis and there has been a small increase in the inclusion of external invitees during meetings to bring insight. A larger scale evidence gathering topic on Van Life is planned for 2025/26. Planning and conducting evidence sessions is valuable but resource intensive. The approach will therefore continue to be promoted as an effective form of scrutiny to be taken up as resources allow.	Action will progress as resources allow.	WM1

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Statutory Guidance on O&S (ID 1-53) Chief Executive's Assurance Review (ID 54-58) DLUHC Assurance Review (ID 59 – 64)				
How to plan <i>Effective planning does not necessarily involve a large number of pre-meetings, the development of complex scopes or the drafting of questioning plans. It is more often about setting overall objectives and then considering what type of questions (and the way in which they are asked) can best elicit the information the committee is seeking. This applies as much to individual agenda items as it does for longer evidence sessions – there should always be consideration in advance of what scrutiny is trying to get out of a particular evidence session.</i>	48	New Councillor and refresher training to be provided to include – Evidence led approach to O&S, and how to conduct an effective evidence session	Complete. Monitor the need for refresher training.	MT1
<i>Chairs play a vital role in leading discussions on objective-setting and ensuring all members are aware of the specific role each will play during the evidence session.</i> <i>As far as possible there should be consensus among scrutiny members about the objective of an evidence session before it starts. It is important to recognise that members have different perspectives on certain issues, and so might not share the objectives for a session that are ultimately adopted. Where this happens, the Chair will need to be aware of this divergence of views and bear it in mind when planning the evidence session.</i>	49	O&S Chairing skills training to be delivered to include how to plan for and lead evidence sessions, establish aims and manage different objectives from committee members Chairing skills training provided in Summer 2023 induction. Higher level of training through LGA leadership courses has been offered to all O&S chairs, including following chairmanship changes to ensure continuity of expertise.	Complete, monitor long-term.	MT2
<i>Effective planning should mean that at the end of a session it is relatively straightforward for the chair to draw together themes and highlight the key findings. It is unlikely that the committee will be able to develop and agree recommendations immediately, but, unless the session is part of a wider inquiry, enough evidence should have been gathered to allow the chair to set a clear direction.</i> <i>After an evidence session, the committee might wish to hold a short 'wash-up' meeting to review whether their objectives were met and lessons could be learned for future sessions</i>	50	O&S Chairing skills training to be delivered to include how to draw together themes and highlight key findings at the end of evidence sessions – this approach to be extended to all O&S work items to ensure Chairs can provide transparent summary of discussions. Chairing skills training provided in Summer 2023 induction. Higher level of training through LGA leadership courses has been offered to all O&S chairs, including following chairmanship changes to ensure continuity of expertise.	Complete, monitor long-term	MT2

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Developing recommendations <i>The development and agreement of recommendations is often an iterative process. It will usually be appropriate for this to be done only by members, assisted by co-optees where relevant. When deciding on recommendations, however, members should have due regard to advice received from officers, particularly the Monitoring Officer.</i> <i>The drafting of reports is usually, but not always, carried out by officers, directed by members.</i>				
	51a	Officer refresher training to be provided to include – Officers to provide timely, transparent advice to committees in all areas of O&S work, as appropriate. <i>Provided to senior officers in Winter 2024/ Spring 2025. Training included a CfGS led workshop with scrutiny and executive members and had a focus on embedding a clear understanding of scrutiny fundamentals and developing a positive scrutiny culture with all stakeholders across the organisation.</i>	Complete. Monitor the need for refresher training.	OT1
	51b	For longer pieces of O&S work, a lead officer to be identified at the scoping stage who will support report drafting - include this within relevant protocols listed at 46c above. <i>This is included as standard within scoping documents for O&S working groups.</i> <i>Wider piece of work to review protocols (46c) not yet started. To be progressed as resources allow.</i>	Immediate, as arising (WS1/R1) Protocol review Summer 2024 (P1)	WS1/R1/P1
<i>Authorities draft reports and recommendations in a number of ways, but there are normally three stages:</i> <i>i. the development of a 'heads of report' – a document setting out general findings that members can then discuss as they consider the overall structure and focus of the report and its recommendations;</i> <i>ii. The development of those findings, which will set out some areas on which recommendations might be made; and</i> <i>iii. the drafting of the full report.</i> <i>Recommendations should be evidence-based and SMART, i.e. specific, measurable, achievable, relevant and timed. Where</i>	52	New Councillor and refresher training to be provided to include – Consideration of appropriate recommendations and reporting route for O&S work, to include consideration of what SMART recommendations may look like. Consideration of this to take place at the scoping stage of O&S work, to ensure scope is clear enough and to provide an indication of the value that is likely to be added by the work undertaken.	Complete. Monitor the need for refresher training.	MT1

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<i>appropriate, committees may wish to consider sharing them in draft with interested parties.</i> <i>Committees should bear in mind that often six to eight recommendations are sufficient to enable the authority to focus its response, although there may be specific circumstances in which more might be appropriate.</i>				
<i>Sharing draft recommendations with executive members should not provide an opportunity for them to revise or block recommendations before they are made. It should, however, provide an opportunity for errors to be identified and corrected, and for a more general sense-check</i>	53	New Councillor and refresher training to be provided to include – The role of executive member consultation during draft reporting stages.	Complete. Monitor the need for refresher training.	MT1
Chief Executive's Assurance Review, June 2023 – recommendations and comments relating to O&S				
<i>In a No Overall Control council it is useful to ensure there is an opportunity to elect a Chair from outside of the administration to each Overview and Scrutiny Committee, to ensure appropriate scrutiny and holding the Executive to account.</i>	54a	Since May 2023 all O&S Committees have appointed a Chair, and in most cases, a Vice-Chair from outside of the Administration.	Complete – monitor long term.	CL1
<i>Opposition councillors have recently been given a majority of positions on the principal Overview and Scrutiny committees as a result of changes in the political balance calculations. Opposition councillors appear to be content to keep Conservative councillors as Chairs for the Committees where they are already in place, for the remainder of this Council term.</i>	54b	Action relating to potential constitutional changes to clarify the good practice of opposition chairs outlined at 8c above.	See relevant action above.	CR1
<i>Overview and scrutiny committees are to be encouraged to take evidence and contributions from officers as well as portfolio holders, to ensure a more informed basis to O&S recommendations.</i>	55	Multiple actions relating to O&S powers to question, skills training, and planning of evidence sessions are outlined above. These will all assist with encouraging evidence and contributions from officers as well as portfolio holders, to increase the effectiveness of scrutiny sessions. See 9a, 9b, 9c, 27b and 48 above.	See relevant actions above	See relevant actions above

Overview and Scrutiny Action Plan 2023-24

Relevant Extract from:	ID	Action for BCP Council with updates (Latest updates December 2023 in blue text)	RAG and timescales	Code
Statutory Guidance on O&S (ID 1-53) Chief Executive's Assurance Review (ID 54-58) DLUHC Assurance Review (ID 59 – 64)				
<i>There is still a marked reluctance amongst the broader overview and scrutiny committees to ask questions directly of officers and there are regular comments that leading councillors do not give clear answers to questions, but other councillors do not seek that clarity from officers, which they could.</i> <i>Since June there has been a noticeable shift in emphasis within the Council, with officers being invited to contribute on specific issues in Cabinet and this need needs to be extended to O&S committees</i> <i>Continue to encourage full participation and clarity of answers in all meetings, and incorporate into training for Overview and Scrutiny committee members.</i>				
<i>Overview and scrutiny committees should continue to increase their focus on policy development and engagement rather than pre-Cabinet scrutiny.</i>	56a	Since May 2023 significant effort has gone into reducing pre-Cabinet scrutiny levels to achieve a more even balance with other types of scrutiny. Actions to encourage this included training and development, CMB engagement to identify early policy discussion items and ongoing officer support to assist in weighing up the benefits of scrutiny topics. In 2023/4 pre-decision levels of scrutiny across all committees reduced to 21% and remained stable in 2024/25 at 29%. There was greater emphasis on earlier policy discussion with items such as debates on Devolution in 2024 being an example of this. With ten political groups making up the Council, the organic drive for pre- Cabinet scrutiny is likely to remain and diverse scrutiny topics will continue to be encouraged by support officers to avoid overbalance.	Complete, monitor long-term.	WS1

Overview and Scrutiny Action Plan 2023-24

Relevant Extract from: Statutory Guidance on O&S (ID 1-53) Chief Executive's Assurance Review (ID 54-58) DLUHC Assurance Review (ID 59 – 64)	ID	Action for BCP Council with updates (Latest updates December 2023 in blue text)	RAG and timescales	Code
	56b	Ongoing support to promote a balance of O&S work is identified through multiple actions above. Encouraging an effective balance of scrutiny work involves many factors including effective engagement with Cabinet and senior officers to ensure O&S understanding of forthcoming priorities; training; work planning actions and monitoring and reporting on scrutiny outputs to ensure Council ownership of the balance of O&S work. These actions will embed a practice of selecting topics which generate meaningful outcomes and balance policy engagement with pre-Cabinet scrutiny. See actions 1c, 4b,7b,7c,7d, 14a, 38c, 38d, 41, 42e, 43a, 45a above.	See relevant actions above	See relevant actions above
<i>Overview and scrutiny committees should consider putting more focus into corporate performance reporting, challenging the executive to ensure that improvement plans are having an effect and improving the services that are missing their targets.</i> <i>There is an opportunity to strengthen the focus of O&S on performance management, through the overview and scrutiny committees.</i> <i>Incorporate into training for Overview and Scrutiny committee members and monitor agendas, encouraging Overview and Scrutiny Committees to focus on performance management information.</i>	57	See 30a and 30b above relating to the provision of performance management information and associated training.	See relevant actions above	See relevant actions above
<i>Need to ensure the party whip is not applied to O&S functions. This message needs to be reinforced and the situation monitored.</i>	58	Actions relating to training, chairing and monitoring the independence of O&S are set out above. See 8b, 8d,8e, 16a and 16c and 26 above.	See relevant actions above	See relevant actions above

Overview and Scrutiny Action Plan 2023-24

Relevant Extract from:	ID	Action for BCP Council with updates (Latest updates December 2023 in blue text)	RAG and timescales	Code
Statutory Guidance on O&S (ID 1-53) Chief Executive's Assurance Review (ID 54-58) DLUHC Assurance Review (ID 59 – 64)				
<i>There has been no recent evidence of the party whip being applied to O&S functions, but this needs to be monitored. A positive statement will be sought from Group Leaders.</i>				
DLUHC External Assurance Review of BCP Council, August 2023 – recommendations and comments relating to O&S				
<i>The Council reviews the Transformation programme and agrees a realistic and deliverable programme by October 2023. The Council sets up effective mechanisms for Member oversight and monitoring of the delivery of the programme by June 2023</i>	59	O&S to consider and establish its role in this member oversight and monitoring. The O&S Board Chair and Vice Chair were members of the cross-party councillor working group to monitor the Transformation Programme, prior to its completion. This provided a mechanism for O&S to maintain oversight of and raise red flags to committee by exception. Cabinet reports were also selected for scrutiny to maintain oversight of key stages.	Complete, programme now concluded,	WS1
<i>The Council establishes a sound budget setting process and begins preparations for the 2024/25 budget as soon as possible after the local government elections and has proposals drafted for a sustainable MTFP and three-year budget by the end of September 2023</i>	60	O&S to consider and establish its role in the budget setting process A comprehensive package of budget scrutiny has been established since 2023. The O&S Board leads budget monitoring and final budget setting debate and includes other O&S Chairs in this, whilst individual committees have requested their own areas of deep dive scrutiny on specific budget areas. Training has been provided to councillors to support them in this role. Additionally, to better influence the budget during development stage, budget working groups were established by scrutiny in 2024. This approach has been adapted to a 'Budget Conversation' day for 2025 and BCP Council has been recognised by the Centre for Governance and Scrutiny as a council leader for this approach. Executive members have also welcomed and encouraged this approach which is a demonstration of a healthy working relationship between O&S and Cabinet. This proactive budget work is resource intensive	In annual work programming for O&S Committees – Autumn 2023	WS1

Overview and Scrutiny Action Plan 2023-24

Relevant Extract from:	ID	Action for BCP Council with updates (Latest updates December 2023 in blue text)	RAG and timescales	Code
Statutory Guidance on O&S (ID 1-53) Chief Executive's Assurance Review (ID 54-58) DLUHC Assurance Review (ID 59 – 64)				
		for officers across the council and those that support O&S directly, and the approach requires careful evaluation to assess the benefit vs resource input. Similar approaches will continue to be encouraged in the future, balanced against resources.		
<i>The Council, with the active leadership of the respective group leaders, uses the opportunity of a new Council to reset the Member / Member and Member / officer culture and relationships. The new Council must use the support offered by the LGA and set up a comprehensive programme of Member induction and an on-going programme of Member training. The induction programme should be in place by June 2023 and the ongoing programme by July 2023</i>	61a	New Councillor and refresher training to be provided. Complete. See all actions coded MT1 above.	See relevant actions above.	MT1
	61b	See 21b above - A programme of ongoing scrutiny skills training to be developed for delivery to O&S Councillors throughout municipal year 2023/24.	See relevant action above.	MT3
	61c	See 23b above – O&S Chairing and leadership skills support to be provided.	See relevant action above.	MT2
	61d	LGA training opportunities to be taken up. The LGA has been widely engaged to provide support to O&S since May 2023. This includes Leadership Academy training for chairs, in-house delivery of support for O&S work programming, targeted children's services training for the Children's Svs O&S Committee, and promotion of LGA online training courses to councillors as arising.	Complete. Continue to take up opportunities on an ongoing basis.	WS1
<i>The Council puts in place a regular annual cycle for the business plans, mid-year reviews and year end reviews of all its companies to be reported to the appropriate scrutiny and decision-making bodies. This should be in place by June 2023 to begin the 2024/25 process</i>	62	O&S to consider and establish its role in this review process. Business plans are usually selected for scrutiny as standard, when available as Cabinet reports.	In annual work programming for O&S Committees – Autumn 2023	WS1
<i>The Council has four scrutiny committees – Corporate and Community; Children's Services; Health and Adult Social Care, and Place. Scrutiny has focused rather heavily on pre scrutiny of</i>	63	See 56a and 56b above.	See relevant actions above	See relevant

Overview and Scrutiny Action Plan 2023-24

Relevant Extract from:	ID	Action for BCP Council with updates (Latest updates December 2023 in blue text)	RAG and timescales	Code
Statutory Guidance on O&S (ID 1-53) Chief Executive's Assurance Review (ID 54-58) DLUHC Assurance Review (ID 59 – 64)				actions above
<i>Cabinet decisions rather than having a broader focus or looking at policy development. I was told by a range of people that politics has got in the way of effective scrutiny. When scrutiny has looked at wider issues the feedback has been more positive – I was told of a good example of scrutiny inviting the Police and Crime Commissioner and neighbourhood watch representatives to a scrutiny committee. The Centre for Governance and Scrutiny summarise scrutiny's role as providing a space to bring critical friend challenge and support to decision making; providing a way of challenging and supporting partner organisations; bringing issues that matter to local people and the local community into decision making; and surface issues that the Council should be engaging with but which are not yet part of formal decision making.</i> <i>From what I have seen there is an opportunity at BCP – as there is with many other councils – to develop the scrutiny role along the lines above rather than simply to focus on pre-cabinet scrutiny. There is an opportunity with a new Council to ensure that Councillors have training and support to enable them to develop their role in overview and scrutiny. This should be built into the Member induction and ongoing training programme.</i>				
<i>The DfE Advisor has commented that the Scrutiny Committee [Children's Services O&S] and particularly its Chair (prior to the elections) have been engaged in a proper and appropriate way. The Chair of scrutiny prior to the elections has now been appointed as the Cabinet Member and therefore the Statutory Lead Member for Children's Services. Given the position of children's services the change in both the Cabinet Member and Scrutiny Chair roles will need careful management and both Members will need focussed support to discharge these key roles.</i>	64a	Work programming support provided summer 2023. Further support to be provided to complete annual work programming. <i>Annual work programming delayed in 2025 but provided on a rolling meeting basis instead.</i>	Complete in 23/24, delayed in 2025.	CS1
	64b	Focussed support provided by service area lead to identify and provide relevant performance information to support the committee in its role. <i>Service area lead officer support provided to Children's O&S Chair and committee. This is well established and provided on an ongoing basis. Includes designated lead officer and meetings with the Executive Director and Portfolio Holder.</i>	Complete, monitor on ongoing basis.	CS1

Overview and Scrutiny Action Plan 2023-24

Relevant Extract from:	ID	Action for BCP Council with updates (Latest updates December 2023 in blue text)	RAG and timescales	Code
Statutory Guidance on O&S (ID 1-53) Chief Executive's Assurance Review (ID 54-58) DLUHC Assurance Review (ID 59 – 64)		Children's Services have offered to expand this to include quarterly meetings with all lead directors in Children's Services to provide a comprehensive update to the Chair of scrutiny, with these meetings to be implemented in late 2025.		
	64c	Ongoing training plan for the Committee in development. The LGA provided a targeted skills and knowledge training programme to Children's Svs O&S Committee members in 2024/25. A programme of briefing slots is now established for the committee to provide information needed for the committee to undertake their role but which doesn't require active scrutiny. This accompanies other scrutiny network training opportunities available to councillors on an arising basis.	Complete, monitor skills training needs on an ongoing basis and particularly when there is significant membership change.	CS1
	64d	Establish links with O&S Chairs in other authorities that have experience of similar improvement journey. Mentoring links now established through LGA training programme.	Complete, monitor take-up of opportunities ongoing.	CS1
	64e	LGA development opportunities promoted to Chair. The LGA provided a targeted skills and knowledge training programme to Children's Svs O&S Committee members in 2024/25. Mentoring links for Chair now established through LGA training programme. LGA Leadership Academy delivered to previous Chair in 2023 and planned for current Chair on next available course.	Complete. Development opportunities will continue to be promoted and take-up monitored on ongoing basis.	CS1

Equality Impact Assessment: Conversation Screening Tool

The Council is legally required by the Equality Act 2010 to evidence how it has considered its equality duties in its decision-making process.

The Council must have due regard to the need to -

- (a) eliminate discrimination, harassment, victimisation and any other conduct that is prohibited by or under this Act;
- (b) advance equality of opportunity between persons who share a relevant protected characteristic and persons who do not share it;
- (c) foster good relations between persons who share a relevant protected characteristic and persons who do not share it.

Having due regard to the need to advance equality of opportunity between persons who share a relevant protected characteristic and persons who do not share it involves having due regard, in particular, to the need to -

- (a) remove or minimise disadvantages suffered by persons who share a relevant protected characteristic that are connected to that characteristic;
- (b) take steps to meet the needs of persons who share a relevant protected characteristic that are different from the needs of persons who do not share it;
- (c) encourage persons who share a relevant protected characteristic to participate in public life or in any other activity in which participation by such persons is disproportionately low.

A link to the full text of [s149 of the Equality Act 2010](#) which must be considered when making decisions.

1	What is being reviewed?	The level of concurrent Overview and Scrutiny topic inquiries
2	What changes are being made?	Potential reduction of topics from one per Overview and Scrutiny (O&S) committee concurrently (across four committees) to one at a time across all committees. Topic priority order to be determined by O&S Chairs rather than O&S committees. Greater scoping controls to be applied by Overview and Scrutiny chairs.
3	Service Unit:	Democratic Services
4	Participants in the conversation:	Lindsay Marshall, Overview and Scrutiny Specialist Richard Jones, Head of Democratic Services
5	Conversation date/s:	September 2025
6	Do you know your current or potential client base? Who are the key stakeholders?	Anyone submitting a topic for overview and scrutiny work, primarily councillors but also including officers, other council bodies (eg. Cabinet/ Council), and residents.
7	Do different groups have different needs or experiences? age (young/old), disability, gender reassignment, marriage and civil partnership, pregnancy and maternity, race, religion or belief, sex, sexual orientation, members of the armed forces community, any other factors/groups e.g. socio-economic status, carers, human rights.	The impact on all protected groups is neutral and there is no difference in needs or experiences for any protected group. Under the BCP Constitution all councillors and residents have the right to submit a topic for scrutiny work and this will not change.
8	Will this change affect any service users?	No - There will be no impact on any protected group as a result of the proposed changes to O&S topic prioritisation.

9	Not applicable	
10	What are the benefits or positive equality impacts of the change on current or potential users?	The proposed changes to topic prioritisation may positively benefit the council and residents as prioritisation will by necessity become more robust and those topics of the highest importance and tangible impact to residents may be more likely to be selected for scrutiny. The impact on all protected groups will be equal.
11	What are the negative impacts of the change on current or potential users?	As a result of more robust topic prioritisation some topics may not be selected for scrutiny which may otherwise have been progressed. This may include topics suggested by residents. However it is likely that topics that are less impactful are not progressed and this is in line with existing arrangements in place to guide O&S councillors when making judgements on scrutiny topic selection. The impact of this on all protected groups will be equal.
12	Will the change affect employees?	No.
13	Will the change affect the wider community?	No further than is outlined in the paragraphs above.
14	What mitigating actions are planned or already in place for those negatively affected by this change?	There are no significant negative impacts of proposed changes to O&S topic prioritisation and so no mitigating actions are planned.
15	Summary of Equality Implications:	There are no direct equality implications arising from proposed changes to O&S topic prioritisation. Benefits to communities may be seen in the selection of topics that have a greater positive impact on communities but this will not affect any protected group more than others. Overall, the outcome of proposals will have a neutral impact on equality.

ENVIRONMENT AND PLACE OVERVIEW AND SCRUTINY COMMITTEE



Report subject	Waste Strategy for Bournemouth, Christchurch and Poole Council 2026-2036
Meeting date	17 December 2025
Status	Public Report
Executive summary	With the UK Government progressing major waste legislation and policy reforms, the Waste Strategy for BCP Council 2026-36 has been drafted setting out clear ambitions and commitments, with consideration to the key drivers for change, to provide a pathway for enhancing our waste and recycling services over the coming decade. This strategy will direct the retender of a major waste disposal contract in 2027 and sets out ambitions and supporting actions for progressing towards achievement of our waste and carbon targets by 2035.
Recommendations	It is RECOMMENDED that Cabinet: a) Notes the consultation report, summarising feedback from residents and stakeholders b) Recommends the Waste Strategy for BCP Council 2026-2036 for adoption by Council c) Recommends the approval of the following service change to progress supporting actions set out in the Waste Strategy: i) removal of current separate kerbside battery collections where household batteries are collected in a clear bag placed on top of the kerbside recycling bin.
Reason for recommendations	Adoption of the Waste Strategy for BCP Council provides the framework for waste management across the conurbation for the next 10 years and demonstrates a commitment to the provision of high performing waste management services across our three Towns. Drafted, with consideration to the key drivers for change, to provide a clear pathway for progressing our waste and recycling services over the coming decade, offering flexible, comprehensive and efficient waste collections and supporting

	service that engage residents and commercial customers to effectively manage their waste. The strategy providing a key framework to direct the tender of our major waste disposal contracts and progress towards achieving our waste and carbon targets over the period of this strategy, whilst enabling greater engagement in reuse and repair activities and campaigns will reduce waste for BCP Council to manage and enhance community action.
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Portfolio Holder(s):	Councillor Andy Hadley
Corporate Director	Glynn Barton
Report Authors	Georgina Fry
Wards	Council-wide
Classification	For Decision

Background

BCP Council position

1. BCP Council manages over 188,967 tonnes of waste from households and businesses each year. In 2024/25, BCP Council reused, recycled or composted 43.9% of our household waste and diverted 89.7% of waste from landfill. Councils achieving higher rates are normally more rural with higher quantities of garden waste to compost than in the BCP area.

National position

2. In England, recycling rates increased from 11% in 2000/01 to 42% in 2021/22. However, in recent years household recycling rates have plateaued around 42-44%, missing the 2020 target of 50%. The UK Government has set new targets to recycle 65% of municipal waste (household and similar commercial waste) and send less than 10% to landfill by 2035.
3. In the last few years, there has been considerable change in the UK Government's approach to waste management and the transition towards a circular economy, emphasising sustainability and resource efficiency through various legislative measures and strategies.
4. Simpler Recycling along with other waste reforms such as the Deposit Return Scheme (DRS) and Extended Producer Responsibility (EPR) for Packaging are anticipated to drive packaging reduction and increases in recycling performance over the next 5-10 years. The inclusion of Energy from Waste facilities in the Emission Trading Scheme will also encourage the decarbonisation of waste, diverting and recycling waste from the refuse stream to avoid financial penalties.

Our Waste Strategy journey

5. While Councils have some flexibility for services, much is now dictated by legislation and national policy, which going forward will impact how BCP Council is required to collect, handle and dispose of waste, substantially alter the waste composition available to collect and change how these collections are funded.

Data & insight

6. To inform our approach, a comprehensive Waste Compositional Analysis was undertaken in 2023 of both rubbish and recycling bins, highlighting the waste materials in each bin that could be diverted from reuse or recycling. 51% of a household BCP refuse bin could have been recycled in either the kerbside recycling bin, a garden waste bin or a food waste container.

7. Detailed baseline and options modelling of BCP Council's waste collections have been undertaken by SLR consulting, funded by WRAP. Our current waste and recycling collections are comprehensive, easy to use and have a high level of public satisfaction (81% in 2023 Resident's survey). A review of collection routes across all waste streams is planned to rebalance collection rounds and maximise service efficiency.
8. Variations in design and frequency of residual and recycling collections have been initially modelled to consider operational service design for the future. Due to the unknown impact of the various government reforms on our waste composition and tonnages, and the introduction of food waste collections to Poole and flats in April 2026, further modelling and analysis will be needed and progressed before any substantial waste collection service redesign.
9. The Waste Strategy for BCP Council 2026-36 has been drafted, with consideration to the key drivers for change, to provide a pathway in uncertain times, for improving our waste and recycling services over the coming decade and directing the tender of our major waste disposal contracts during 2026.

Strategy development

10. The following seven ambitions were developed prioritising waste prevention and service improvements to underpin our Waste Strategy for BCP Council aligning with national strategy and policy, refer to Appendix One for full strategy:
 1. Engage and enable residents and businesses to reduce waste and recycle more
 2. Use circular economy and waste hierarchy principle
 3. Achieve waste and carbon targets
 4. Deliver effective and efficient waste collections
 5. Dispose of waste sustainably
 6. Use modern waste infrastructure
 7. Deliver futureproof and safe services
11. To progress achievement of these ambitions, 35 supporting actions have been identified, which will be embedded through service and team plans and further developed during the strategy lifetime.
12. These supporting actions will encourage greater diversion of recycling, food waste and garden waste to the correct bins. Greater diversion will increase our recycling rate by up to 8% progressing toward the 65% target and offer financial savings of up to £1m.
13. Any major resulting policy or service changes required during the period of this strategy will be subject to further detailed financial, environmental and performance modelling and consideration, before the business case is presented separately for decision.
14. These ambitions, and supporting actions for achievement, were developed with insight from detailed baseline service and performance analysis of BCP Council waste collections, benchmarking with other local authorities and with consideration to key drivers for change within the waste management sector.

Strategy engagement

15. A public consultation was held from 2-29 June 2025. The consultation provided an opportunity for respondents to indicate their level of agreement with the draft strategy, its priorities, targets, and approach to the management of waste. Respondents to the consultation were also able to provide comments and suggestions on the strategy and its approach.
16. Residents were able to respond online or request a paper version from a library. 312 responses were received, 303 online and 9 paper copies. These included over 940 comments in free text boxes. The Waste Strategy Consultation Report is provided in Appendix 2.
17. There was broad support from respondents for the ambitions. Residents were looking for recycling to be as straightforward and accessible as possible with clear instructions to minimise confusion regarding harder to recycle items. Residents were in favour of improving initiatives and schemes to facilitate the repair, reuse and rehoming of items but felt they needed further support to do this.
18. There was a strong view that services should be consistent across BCP and for better education and communication to help both residents and businesses understand how to recycle items correctly.
19. A full Council member briefing was held in May 2025 and an informal cross party member working group was established, following this briefing who met in October 2025 to consider the required legislative impacts, developed ambitions and public consultation results.

Battery collections

20. Separate kerbside battery collections are currently operated where household batteries are collected in a clear bag placed on top of the kerbside recycling bin. Batteries are stored after collection in a plastic container on the outside of the recycling collection vehicle.
21. In 2025, batteries disposed of in kerbside recycling and rubbish bins have reportedly caused four fires at BCP transfer stations and five in collection vehicles.

Options appraisal

22. Waste Strategy adoption

Option 1 - recommended

- a. Cabinet recommends the new Waste Strategy for BCP Council 2026-36 for adoption to Council. This will provide a pathway for development of waste and recycling services, initiatives and campaigns prioritising waste reduction and highlighting priority spend of waste budgets. The long-term intentions for waste collection and disposal will also support the tender of our major waste disposal contracts.

Option 2

- b. Cabinet rejects the new Waste Strategy for BCP Council 2026-36 for further development. This will negatively impact on the prioritisation and clarity of service delivery, allocation of limited waste collection and disposal budgets

and provide delay to any insight for prospect contractors bidding for major waste disposal contracts in 2026.

23. Removal of kerbside battery collections

Option 1 - recommended

- c. To remove kerbside battery collections, reducing the risk of fires caused by batteries during transfer in collection vehicles or at transfer stations.
- d. Supporting communications with the fire service will advise of fire risks associated with putting batteries in any kerbside bin
- e. Residents will instead be directed to local battery recycling drop-off points in nearby shops and at recycling centres for separate and safe storage before recycling. Retailers that sell batteries must provide a free take back point in store.
- f. From Waste Strategy consultation, 71% of respondents had never used the kerbside battery recycling service, 16% of respondents had used the service in the last 6 months.

Option 2

- g. To continue with kerbside battery collections with high fire risk. Batteries and vapes containing batteries disposed of in kerbside recycling and rubbish bins have caused four fires at BCP transfer stations in 2025, including a substantial fire at BCP Council's Hurn transfer station in July, and are suspected of causing five waste collection vehicle fires in the last year.
- h. Improved storage containers are needed on all recycling collection vehicles to comply with legislation and reduce fire risk.
- i. A comprehensive communication campaign (£20k) may encourage safer use of the kerbside battery collections; however this would need to be ongoing as arrangements for battery collections are difficult to communicate clearly, causing confusion for residents. Batteries should be put out on top of the recycling bin in a clear bag, not placed in the recycling bin.

Summary of financial implications

- 24. The Waste Strategy for BCP Council and subsequent delivery plans are being developed in line with the Medium-Term Financial Plan.
- 25. Any resulting policy or service changes from this Waste Strategy will be subject to further detailed financial and performance modelling, before being presented for decision.
- 26. Capital (£1.537m) and transitional funding (£483k) has been awarded by DEFRA to introduce a food waste service for Poole and flats. Ongoing revenue costs should also be awarded under the new burdens doctrine to BCP Council from 1 April 2026 for food waste collections in Poole and at flats.
- 27. £9.447m of Extended Producer Responsibility (EPR) payments have been allocated to BCP Council in 2025/26 for the collection and disposal of packaging. Ongoing payment for future years is subject to change on the provision and evidence of effective and efficient waste collections and the tax received from the packaging industry

28. Battery disposal is free for Councils; however, removal of kerbside battery collections will reduce financial burden associated with service disruptions and fire. Fire damage to collection vehicles and transfer stations may result in hefty repair or replacement costs.
29. Any financial investment in enhanced commercial waste services will be balanced by the commercial waste income received as a result.

Summary of legal implications

30. Waste management in the UK is governed by legislation and policies that prioritise the circular economy, reduce landfill reliance, eliminate avoidable waste and increase recycling and resource efficiency. The Environmental Protection Act 1990 and Waste (England and Wales) Regulations 2011 set out legal duties concerning waste collections and management.
31. The Environment Act 2021 specifies requirements for Councils to offer improved recycling collections, with the introduction of statutory food waste collections from every household and business, collection of a core set of materials for recycling, including plastic film by 2027 and separated paper and cardboard, unless separate collections are technically, environmentally or economically unpracticable.
32. Officers will continue to remain informed, attend government briefings and collaborate with other Councils, industry networks and businesses to adapt BCP Council's waste services as needed to comply with legislation and future government policy.

Summary of human resources implications

33. Appropriately skilled or trained officers will implement the service and team plans and any resulting policy and service changes, which will sit under the Waste Strategy for BCP Council 2026-36.
34. Any proposed service change, resulting from this Waste Strategy will consider the impact on staff engagement, recruitment, training, terms and conditions etc, as part of the modelling, planning and decision process.

Summary of sustainability impact

35. Sustainability is a central theme of this Waste Strategy and is woven throughout the ambitions and supporting action.
36. A full Decision Impact Assessment (DIA) has been completed (Appendix 3) for this Waste Strategy, with all impacts as green/positive including for climate change & energy, waste & resource use, natural environment, communities & culture.
37. Any proposed service change, resulting from this Waste Strategy will consider the sustainability impacts, as part of the modelling, planning and decision process.

Summary of public health implications

38. Any proposed service change, resulting from this Waste Strategy will consider the public health impacts, as part of the modelling, planning and decision process.

Summary of equality implications

39. Two EIA screening tools have been completed and reviewed by the EIA panel – one for the Waste Strategy and one for the removal of the kerbside battery collections.

40. As a result of the Waste Strategy, several equality issues have been identified associated with age, disability and race.
41. Mitigating actions for the Waste Strategy impacts include:
- j. Use of plain language and pictorial information, where possible to aid understanding. A glossary has also been included to explain technical terms.
 - k. Once hosted on the BCP Council website, the Waste Strategy document can be adapted by use of text to speech and online translators.
42. As a result of removal of kerbside battery collections, several equality issues have been identified associated with age, disability, race, carers, socio-economic status and pregnancy and maternity.
43. Mitigating actions for the removal of battery collections include:
- l. Batteries can be deposited for recycling at BCP recycling centres and 50+ local shops that sell batteries. A postcode look-up will provide a list of nearby drop-off points linked from our website.
 - m. A mix of digital and non-digital communications will be used to clearly update residents on the service changes, including on the BCP Council website, social media and on bins. New bins will be embossed, and bins stickers will be used to advise against disposal of batteries in the kerbside bins.
 - n. The Customer team will be able to provide information about batteries collections, assist with location searches and answer queries via FAQs.

Summary of risk assessment

44. There are risks associated with the unknown impacts of government legislation and policies on the type and amount of waste that BCP Council will be required to collect and dispose of in the future. Detailed modelling and further waste compositional analysis will be needed before any major policy changes or waste collection service redesign. A review of collection routes across all waste streams is planned to rebalance collection rounds and maximise service efficiency.
45. There are risks associated with not meeting government targets of 65% recycling rate by 2035. These supporting actions will encourage greater diversion of recycling, food waste and garden waste to the correct bins. Greater diversion of recycling may increase our recycling rate by up to 8%, food waste collections in Poole and to flats may increase by up to 7%, relaunching food waste collections in Bournemouth and Christchurch alongside other potential service changes will need to be progressed to achieve the 65% target by 2035.
46. There are risks associated with removing of the separate battery kerbside recycling service that more batteries will be disposed of in the kerbside bins. A supporting engagement campaign with the fire service will be run to divert batteries to the many local disposal points. Bin stickers will include messages about no batteries in bins. A postcode look-up for nearest battery drop-off points will be available online.
47. Any proposed service change, resulting from this Waste Strategy will consider risk impacts, as part of the modelling, planning and decision process.

Background papers

Bournemouth, Christchurch and Poole Kerbside waste and recycling compositional analysis: M.E.L. Waste Insights Alfred H. Knight Group 2022

WRAP (2022) & (2025) Waste and Recycling Technical Support to BCP Council

BCP Council's Residents Survey 2023

Appendices

1. Waste Strategy for Bournemouth, Christchurch & Poole Council 2026-36
2. Waste Strategy Consultation Report
3. Decision Impact Assessment – Waste Strategy for BCP Council.

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A Waste Strategy for BCP Council

2026-2036

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Introduction

Bournemouth, Christchurch and Poole (BCP) Council is a unitary authority formed in 2019. In 2024/25, we managed 188,967 tonnes of waste from 189,550 households and 3,300 businesses.

In England, household recycling rates have risen from 1% in 2000/01 to 44% in 2022/23 but have now plateaued below the 50% target set for 2020. New government targets for municipal recycling aim for 55% by 2025, increasing to 65% by 2035.

As a local council, we are legally responsible for the collection and disposal of household waste and recycling from the kerbside and for the provision and management of recycling centres for residents to deposit waste. We must offer commercial waste collections when requested.

To support sustainable waste behaviours, we engage residents and businesses in targeted waste campaigns and initiatives following the waste hierarchy to encourage reduction and reuse as a priority and promote good recycling habits.

What we do with waste and recycling after it is collected depends on factors such as the availability of local disposal facilities and a market demand for recycled products.

We must balance managing waste within council budgets, established legislation and policies to preserve resources and protect the local and global environment we live in.



The waste hierarchy

The good news is that England's management of waste is undergoing transformational change at the national level. There is an emphasis on creating a circular economy aimed at increasing waste reduction, reuse, and repair.

With much variation in waste services offered by councils across the country, new legislation will provide more consistent recycling collections for households and greater opportunities for recycling at work. New legislation will also influence the types of packaging used by producers, designing out waste and enhancing its recyclability.

The Environment Act 2021 has led to simpler recycling collections, a deposit return scheme for drinks containers and an extended producer responsibility for packaging scheme, where producers pay for disposal. The inclusion of energy from waste facilities in the emissions trading scheme



A circular economy

will encourage the decarbonisation of waste, diverting and recycling waste from the refuse stream to avoid financial penalties.

While councils have limited control over the amount and types of waste thrown away, these measures should help reduce waste, disposal of plastic and single use textiles and make recycling easier with less confusion for residents on how items can be recycled.

Ultimately the contents of rubbish and recycling bins will likely alter and methods of waste collection and disposal for households and businesses will need to adapt over the lifetime of this strategy.

This Waste Strategy for Bournemouth, Christchurch and Poole sets out a pathway for managing our waste over the next ten years, with consideration to the changes and challenges coming ahead.

What remains unchanged is our commitment, we will continue to work with our residents, businesses and communities to manage our waste in the most sustainable way that we can. We will reduce our waste through prevention, reuse and repair, recycle when those things are not possible and dispose of anything that is left in the most environmentally responsible manner available.

Where we are now

Waste collections

In 2024/25, we managed 165,200 tonnes of household waste from 189,550 homes.

We collect waste from standard households using the following collection arrangements:

Collection	Residual	Recycling	Food	Garden
Frequency	Fortnightly	Fortnightly	Weekly (Bournemouth and Christchurch)	Fortnightly subscription
Container (Litres)	1 x 180L	1 x 240L	1 x 23L outdoor container and 1 x 7L indoor kitchen caddy	1 or 2 x optional and chargeable 240L
Colour				

Additional bins can be allocated to households of 5 or more, 2 or more children in nappies or for medical reasons, subject to specific criteria.

The following containers are provided as standard to flat blocks, which make up 27% of households in the BCP area. The numbers of containers will depend on the number of flat units, and the overall capacity should approximately align to standard households:

Collection	Residual	Recycling	Food	Garden
Frequency	Fortnightly	Fortnightly	Weekly (Bournemouth and Christchurch)	Fortnightly - subscription
Container (Litres)	660/1100L	660/1100L	140L outdoor bin and optional indoor 7L kitchen caddy	1 or 2 x optional and chargeable 240L
Colour				

We do not collect extra waste on top or outside of bins or contaminated recycling bins.

All new, replacement or extra rubbish and recycling bins must be paid for by the resident, or landlord, if the property is rented. Exemption applies where bins are reported lost or damaged by our crews during collection or where a permanent resident of the property receives certain income-based benefits.

Our waste collection guidance sets out our collection policies and instructions on our [website](#).

In the kerbside recycling bin, we can recycle mixed paper, cardboard, cartons, cans, foil, glass bottles/jars and plastic bottles, tubs, pots and trays. All items should be loose, clean, dry and empty.

We offer a sharps collection, upon request for residents unable to return sharps waste to a GP or pharmacy.

Waste sites

We operate three recycling centres in Bournemouth, Christchurch and Poole where residents and businesses can deposit waste and recycle a wider range of items, including garden waste, electrical items, DIY waste, batteries, paint, wood, oil, coffee pods, printer cartridges and textiles.

Each recycling centre has a reuse area, where residents can leave items worthy of another life which are taken to sell at our reuse shop, new to you, currently located at Cabot Lane in Poole. We have 19 textile banks in accessible locations across the conurbation.

The three waste transfer stations we operate allow us to store and bulk waste and recycling where needed from kerbside collections and waste collected from the beach, before it is sent on for treatment or disposal.

Waste performance

In 2024/25, we diverted 89.72% of our 165,200 tonnes of household waste from landfill and achieved a recycling and composting rate of 43.9%, in-line with the national average of 44%. While high performing Councils are usually rural with higher quantities of garden waste to compost than in the BCP area, we know we can do better and want to improve our recycling performance.

Our recycling and composting rate has fallen from 53.9% in 2019/20, partially due to wood processing being reclassified from recycling to energy recovery and a reduction in collected recycling weight from lighter packaging. Household waste per person remains high at 407.18kg per year, compared to the national average of 377kg.

In 2024/25, we managed a total of 188,967 tonnes of municipal waste (waste from households and similar waste from businesses) and recycled 40.60% of it. The UK Government new targets are for municipal waste, so businesses must be encouraged to recycle too.

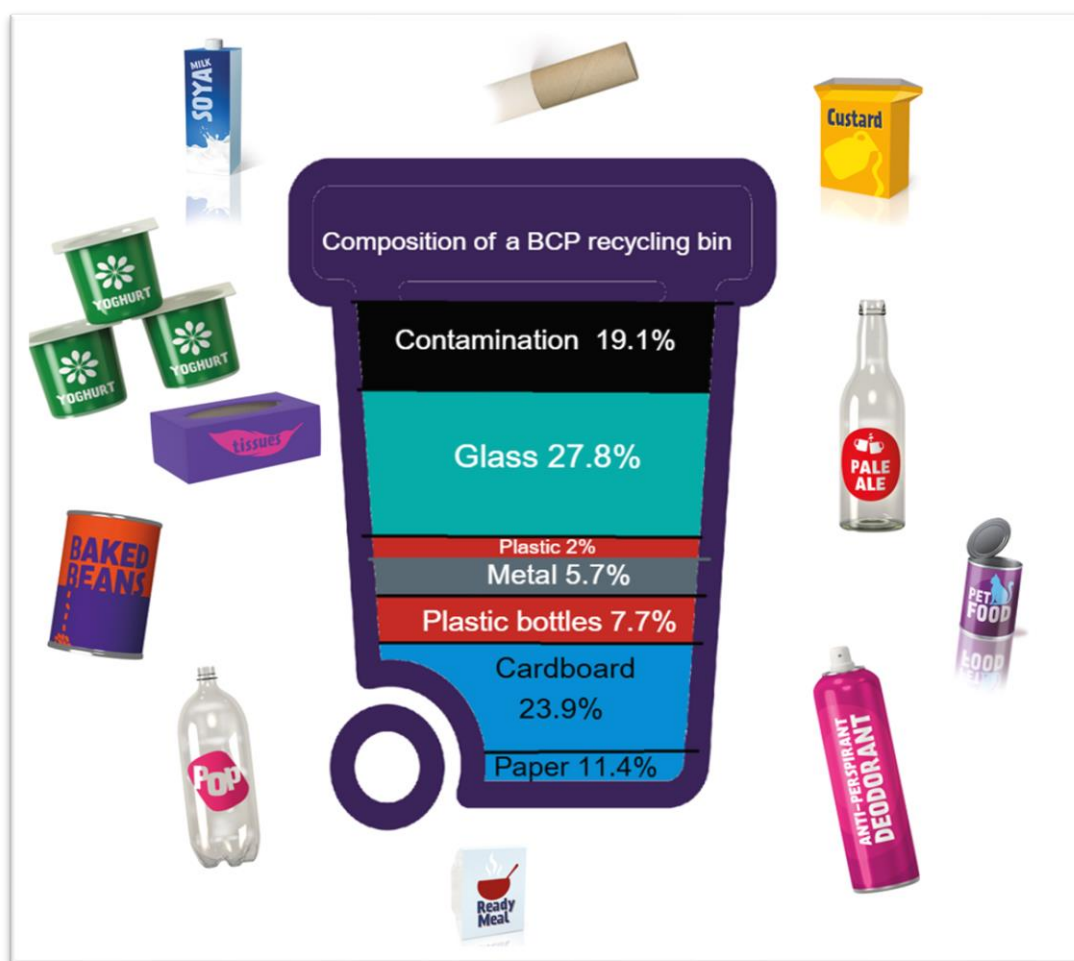
Waste analysis

In May 2022, we collected and weighed a sample of our residents' bins - a waste compositional analysis - to understand what types and amounts of waste are being put in our kerbside rubbish and recycling bins.

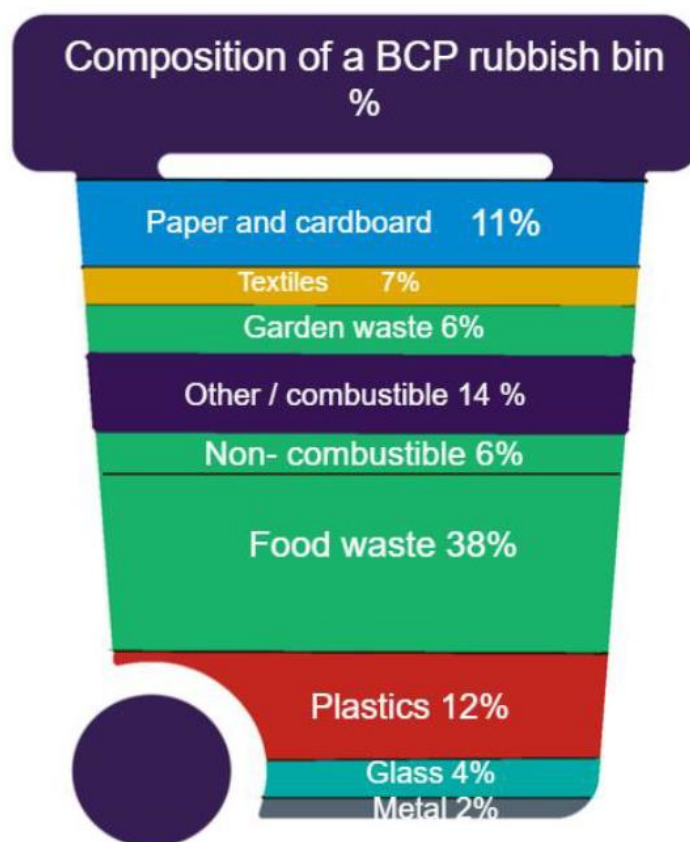
The good news is most households are recycling, 79% of households regularly put out recycling bins for collection, with an average of 3.1 kg per household per week recycled.

We can recycle mixed paper, cardboard, cartons, cans, foil, glass bottles/jars and plastic bottles, tubs, pots and trays in the kerbside bin.

There is still uncertainty from residents about what goes in which bin as a result, contamination in the recycling bin has continued to increase to 19%. This is what residents put in bins, not the amount collected. Our collection crews check bins for contamination, then tag and leave contaminated bins uncollected. Contamination is removed when our recycling is separated into different material types at the Materials Recycling Facility. Contamination is primarily caused by non-recyclable plastics, wet paper or card, and food waste.



BCP households produce on average 5.7 kg of rubbish each week.



Notably, 51% of this waste in the rubbish bins could be recycled at the kerbside, showing a huge potential for improvement. There is still a substantial amount of food waste (38%) in the rubbish bins in Bournemouth and Christchurch that could be collected separately for recycling. 76% of this food waste is avoidable, so could be reduced with better planning and use of food.

Food waste collection yields in Bournemouth and Christchurch are average in comparison to other local authorities of similar type but could be improved through better communications and service updates.

Diverting recyclable waste from the rubbish bin into the kerbside recycling bin is estimated to increase our recycling rate by 8% and offer £1m of disposal costs saving. Introducing food waste collections to Poole and all flats is anticipated to increase our recycling rate by 7%. Additional diversion would be achieved by redirecting food and garden waste from the rubbish to the correct bins.

Proportion that is recyclable	
Paper and card	5%
Garden waste	4%
Food waste	34%
Plastic	3%
Metals	1%
Glass	4%
Total recyclable content	51%

Resident satisfaction

The BCP Council's Residents' Survey 2023 reported 81% of respondents were satisfied with our waste collection service, a 1% decrease since 2021. When asked about our local tips and household waste recycling centres, 58% of respondents were satisfied. However, of the 64% of respondents that have used one of our recycling centres in the past year, 80% were satisfied with the service.

Carbon impact

In 2022, waste contributed 3% of the total greenhouse gas emissions within the BCP area. A 2024 carbon impact assessment highlighted expanding food waste collection across BCP would reduce total carbon emissions, through lower residual waste emissions and an increase in recycling. Vehicle emissions would slightly increase due to expanded collections, but overall environmental impact would be significantly improved.

What happens to our waste?

Residual waste is processed through Mechanical Biological Treatment (MBT), Energy from Waste (EfW) facilities or sent to landfill. There are currently no local energy from waste facilities and only one landfill site. Residual waste is therefore transported long distances for disposal, with the end destination dependent on available capacity, market conditions and economic contracts.

Mixed dry recycling is transferred to a Materials Recycling Facility (MRF) in Kent, where it is separated into different material streams for recycling. Recycling is a worldwide commodity that is bought and sold daily - as there is more recycled waste than is required by UK businesses, the value is therefore dependent on worldwide economic and trade conditions.

Food waste is processed at an anaerobic digestion (AD) plant in Dorset, producing biogas and bio-fertiliser, while garden waste is composted in open windrow at Hurn. A new biogas facility is being built at Hurn for additional food waste from the BCP and surrounding areas.

The council currently disposes and recycles 188,967 tonnes of waste under various contracts that are due to expire during the period of this strategy. The UK waste management model is for contracts to be put in place between waste collectors and waste disposal/recycling sites, sometimes through a third party.

We currently have contracts with 13 different suppliers to dispose of our waste and recycling, with some end destinations in the UK and some across the world.



Commercial waste services

There are nearly 15,400 businesses in our area, 89% of which are micro-businesses with fewer than 10 employees.



We offer commercial waste collections tailored to the specific needs of the

business for refuse, recycling and food waste and have a customer base of 3,300.

Commercial weighbridges operate at Bournemouth and Poole Recycling Centres, where businesses can dispose of general waste, wood, green waste, soil/rubble and recycling, in 100kg increments to offer a cost-effective solution for small amounts of waste.

Food waste and recycling collection uptake has increased since April 2025, when businesses with 10 or more employees were required legally to arrange separate collections for food waste and recycling. Businesses with under 10 employees will be required to arrange separate collections of recycling and food waste from 31 March 2027.

Additional services operated by our commercial team include bulky household waste collection, skip hire, and grab bags for smaller waste quantities.

Waste prevention campaigns

We encourage residents and businesses to reduce and reuse their waste where possible through various campaigns and initiatives including:

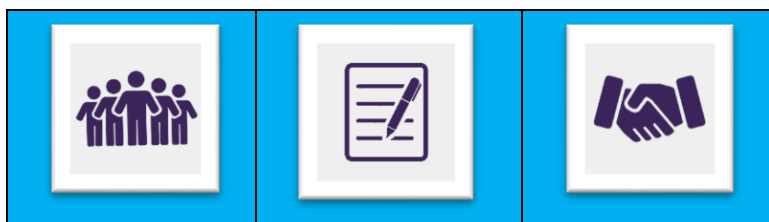
- The Schools Environment Award which promotes eco-friendly behaviours in primary schools
- Reusable nappies incentive scheme offering vouchers, cashback and starter kits to parents
- Love Food Hate Waste campaign to reduce food waste
- Zero waste projects map highlighting local sustainability initiatives such as Repair Cafés, Community Fridges, Toy Libraries, and reusable nappy retailers.
- Home composting to encourage garden and food waste reduction at source
- new to you reuse shop in Poole sells items collected for reuse from recycling centres, supporting waste diversion and reuse.

Waste budgets

In 2024/25, we spent £17.3m on waste collection and sites, plus £19.4m disposing of waste and recycling. The waste service generated £10m of income from our commercial waste, garden waste services and sale of some recycling. In 2025/26 the Council received £9.4m of funding from packaging producers through a new national tax on packaging producers.

The net waste management budget is now around £17.3 million per annum, although this can change quite quickly because of new national government policies and regulations, RPI/CPI, the weather (growing conditions), the country's economic status and events that affect the world economy.

Key drivers – why do we need to act?



Waste growth

Between 2022-2024, our population increased by between 0.6 -1% each year to 408,967. In the last five years, 6,000 new properties have been built in our area and with a government target of 2,958 additional builds each year, our population and waste are set to increase. This may result in the generation of an additional 25,674 tonnes of waste per annum in the BCP area by 2036, although other waste reduction policies will impact tonnage too.

National waste policies and legislation

Waste management in the UK is governed by legislation and policies that prioritise the circular economy, reduce landfill reliance, eliminate avoidable waste and increase recycling and resource efficiency. The Environmental Protection Act 1990, Landfill Tax and Waste (England and Wales) Regulations 2011 set out legal duties concerning waste management, waste reduction and recycling targets.

In December 2018, the Government published 'Our Waste, Our Resources: a Strategy for England'. This strategy and UK's Circular Economy Package that followed, set targets for at least 65% of municipal waste to be recycled by 2035, with no more than 10% ending up in landfill and the elimination of food waste to landfill by 2030.

The Environment Act 2021 specifies requirements for improved recycling collections, with the introduction of statutory food waste collections from every household and business, collection of a core set of materials for recycling, including plastic film by 2027 and separated paper and cardboard, unless separate collections are technically, environmentally or economically unpracticable. This act also introduced the legal framework for:

- Extended producer responsibility (EPR) for packaging, which makes businesses responsible for the full cost of dealing with the packaging they produce or import once it becomes waste, shifting the financial burden from councils, encouraging better packaging design and more sustainable material use. Councils need to demonstrate they are providing 'efficient and effective' waste services to receive funding.
- Deposit return scheme (DRS) where to reduce litter and boost recycling, from October 2027, a small deposit will be paid for a plastic drinks bottle or can, which is refunded when the container is returned to a shop or return point. This scheme may substantially reduce the number of plastic bottles and cans recycled by residents in our kerbside recycling bins.

There is an increasing momentum to ban types of waste from landfill, such as biodegradable waste, upholstered domestic seating due to chemicals used historically in their manufacture and potentially carpet.

The government is committed to eliminate avoidable plastic waste by 2042, with a plastic tax introduced in 2022, single use plastic ban from 2023 and the inclusion of energy from waste facilities in the emissions trading scheme in 2028, which will have substantial financial implications for councils unless we can reduce high carbon materials such as plastics, textiles and sanitary waste in our rubbish bins.

By the end of 2025, the government plan to establish a comprehensive Circular Economy Strategy for England, supported by the Circular Economy Taskforce, which aims to shift from a linear "take-make-dispose" model to a circular economy that maximises product and material lifespan through repair, reuse, and recycling. The taskforce will initially focus on the five priority sectors which are textiles, transport, construction, agri-food, chemicals and plastics.

As a result of these government policies, we will need to build in flexibility to contracts, demonstrate effective and efficient collections to receive EPR payments and adapt our waste and recycling services to accommodate legislative requirements and changes in the type and amount of waste we are required to collect and dispose.

Aligning with our corporate strategies

This Waste Strategy aligns with and supports our Corporate Strategy—A Shared Vision for Bournemouth, Christchurch and Poole. The corporate vision aims to connect people, nature, coast and towns to build sustainable, safe, and healthy communities.

The Waste Strategy is linked to the council's strategic priorities, which are built on values of openness, transparency, and accountability. Our approach ensures that people remain central to our services and decisions, guided by clear principles focused on place, environment, and community wellbeing. Highlighted as a specific focus area in our Corporate Strategy and rooted in this Waste Strategy is to *Ensure the BCP area has sufficient fit-for purpose waste infrastructure to manage all the waste it produces.*

In July 2019, we declared a climate and ecological emergency. This significant step demonstrates our commitment to addressing climate change and mobilising resources and community efforts towards a sustainable future. We are committed to making our operations carbon neutral by 2030 and for the Bournemouth, Christchurch, and Poole area to be net zero by 2045, 5 years ahead of the national target.

Waste disposal contracts

We need to retender some of our major waste disposal contracts as our current contracts end in August 2027. Retendering currently is risky and challenging as market conditions are changing and there is uncertainty around the impact of the government's new waste reforms on the type and amount of waste we need to collect. New government policy changes may substantially increase waste collection and treatment costs. This waste strategy will provide a framework to support compliance and contract procurement.

Planning and development

The Bournemouth, Christchurch, Poole and Dorset Waste Plan (2019) outlines strategies for waste facility development through 2033, focusing on the waste hierarchy, self-sufficiency, and environmental protection. Local planning policies specify that waste storage guidelines should be considered in new developments.

Enhance our service performance

From the waste analysis we can divert 51% of our waste from the rubbish bin for recycling or composting. This will action resource efficiency and deliver financial benefits in disposal costs. Reducing our waste and recycling as much as we can is right thing to do to help preserve our global natural resources for generations to come.

Consultation

A public consultation on this Waste Strategy was held in June 2025 to better understand the needs of residents and to seek their views on our proposed ambitions. This consultation was hosted online with the option for residents to request a paper copy and a total of 312 responses were received.

There was broad support from respondents for the ambitions. Residents were looking for recycling to be as straightforward and accessible as possible with clear instructions to minimise confusion regarding harder to recycle items. Residents were in favour of improving initiatives and schemes to facilitate the repair, reuse and rehoming of items but felt they needed further support to do this.

There was a strong view that services should be consistent across BCP and for better education and communication to help both residents and businesses understand how to recycle items correctly.

Our ambitions and supporting actions

Considering where we are now, the future factors that will likely impact waste in the BCP area and what residents have said in the consultation, seven ambitions and supporting actions have been developed, prioritising waste prevention and service improvements.

1. Engage and enable residents and businesses to reduce waste and recycle more

Our ambition is to support our communities to reduce their waste and encourage reuse and repair through education, engagement and services.



You told us:

- You strongly support education and communication to understand waste reduction and recycling.
- You would welcome more information on campaigns that support zero waste projects to assist with reuse and repair
- You would like to receive information of this type via email or on our website.
- You support the introduction of community-based reuse and repair initiatives to help reduce waste.
- You would like to see targeted campaigns focused at specific groups such as landlords, businesses and young people.

We plan to do this by:

- 1.1 Clearly communicating updates on the different materials that can and cannot be recycled in the kerbside recycling bin and at recycling centres
- 1.2 Promoting our comprehensive, flexible and bespoke commercial waste, recycling and food waste collections offered to businesses across the BCP area
- 1.3 Embedding the Reuse and Repair Declaration to support repair and reuse initiatives like the Repair Cafés and other organisations promoting repair and reuse across the BCP area through access to networks and space, and funds where available.
- 1.4 Relocating new to you reuse shop to a more accessible centralised location and considering opportunities to enhance the offer such as opening on additional days or running reuse or repair workshops.
- 1.5 Relaunching the School Environment Award for all schools, supporting them raising awareness about local and global environmental issues and empowering pupils to take charge of their future through environmental projects.
- 1.6 Exploring incentives for the use of reusable products such as sanitary products.

2. Use circular economy and waste hierarchy principles

The circular economy keeps items in use for as long as possible, a cycle of reuse, repair, and recycling to minimise waste and lengthen the lifecycle of products instead of a linear system where items are made, used and then thrown away. We will look for opportunities to support these practices in our own waste services and across the wider organisation.

We want to use the waste hierarchy across the board, not just when we have a legal obligation to follow it.

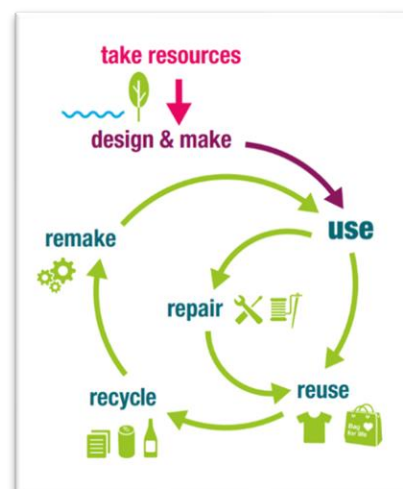


You told us:

- You would like more opportunities and support to repair, rehome and repurpose items.
- You would like to see more community- based reuse and repair initiatives.

We plan to do this by:

- 2.1 Embed the circular economy and waste hierarchy into strategy, policy, and service design across the council.
- 2.2 Prioritise reducing waste, reusing materials, recycling, and recovering energy from non-recyclable waste, while using landfills only when other options are not feasible.
- 2.3 Develop waste services to boost closed-loop recycling and keep materials in use instead of sending them to landfill.



3. Achieve waste and carbon targets

Our ambition is to meet waste targets set by government to recycle 65% of waste and send less than 10% to landfill by 2035. Contributing towards the council's commitment to carbon neutrality from our operations by 2030 and the Bournemouth, Christchurch, and Poole area by 2045, ahead of the UK's 2050 target.

You told us:

- You support the ambition to have sustainable waste targets.
- You would like to see challenging but achievable waste targets for household and businesses.

We aim to:

- 3.1 Achieve waste targets for landfill diversion (>90%) and recycling targets (>65%) by 2035
- 3.2 Contribute to our carbon targets by reducing vehicle and disposal emissions associated with waste and recycling.

We plan to achieve these targets through the supporting actions set out in this Waste Strategy.



4. Deliver effective and efficient waste collections

Our ambition is to deliver waste collection services that efficiently manage available resources and provide reliable and comprehensive collections for residents and commercial organisations.

You told us:

- Having a consistent food waste service across BCP was a priority.
- You would like to be able to recycle more items at home such as plastic bags and wrappers, small electricals and textiles.
- Your rubbish bins are not usually full by collection day, but your recycling bins are more often.
- You would be happy to further separate your recyclable items further at home
- Clearer instructions from us to make it easier to recycle at home.



We plan to do this by:

- 4.1 Delivering food waste collections to all in Bournemouth, Christchurch and Poole. Food waste collections will be introduced to Poole residents and flats in Bournemouth from April 2026. Bournemouth and Christchurch households without a food waste container can request one for free.
- 4.2 Relaunching food waste collections for Bournemouth and Christchurch residents, using targeted communications and service updates to improve ongoing participation in food waste recycling.
- 4.3 Reviewing the frequency of rubbish collections. Initial modelling suggests by collecting your rubbish less often (three or four weekly), we would increase our recycling rate by between 6-8% while reducing our carbon impact and costs.
- 4.4 Banning items in kerbside rubbish bins that can be recycled in other bins such as food waste, garden waste and recycling (where collections are available) Using a sticker on the rubbish bin or embossed into new rubbish bin lids as an educational tool.
- 4.5 Considering a twin stream recycling service, a system where your recycling is collected in two separate containers - one for paper and card (fibres) and one for glass, cans and plastic (bottles and containers). Right now, our modelling suggests separate collections would cost a lot more to operate and increase our carbon impact as more collection vehicles would be needed. We will continue to review twin stream recycling as this is the government's preferred option for recycling collections.
- 4.6 Expanding our kerbside recycling collections to include more materials, such as other types of plastics. Plastic bags and film will be collected for recycling from 2027.

- 4.7 Communicating updates on the different materials that can and cannot be recycled in the kerbside recycling bin and at recycling centres.
- 4.8 Reviewing recycling collection options for textiles, small electricals and batteries. Batteries will not be collected with other kerbside recycling due to the fire risk.
- 4.9 Align communal bin collections from flats with standard households where possible. When extra collections are required due to space restrictions, additional bins and collections will be charged for to recover collection costs.

5. Dispose of waste sustainably

Our ambition is to use waste disposal and recycling methods that reduce our environmental impact, conserve resources for future use, and where possible use the most modern waste management technologies.

You told us:

- You strongly supported this ambition
- You supported waste being treated within 100 miles of BCP



We plan to do this by:

- 5.1 Tendering waste disposal contracts that embed the waste hierarchy and minimise the use of landfill.
- 5.2 Using technologies that make us more efficient subject to market conditions and cost.
- 5.3 Prioritising waste site proximity where possible, so waste travels only as far as it needs to and reduces the significant carbon impact of transporting waste.
- 5.4 Compliance with government policies so we meet our legal requirements and redesigning services if needed to meet that compliance.
- 5.5 Considering environmental impact of available facilities.
- 5.6 Responding to market conditions and providing value for money for BCP Council and national taxpayer.

6. Use modern waste infrastructure

Our ambition is to improve our waste sites and infrastructure by using industry advancements and technological innovations, ensuring continued efficiency in our waste collection and disposal operations.

You told us:

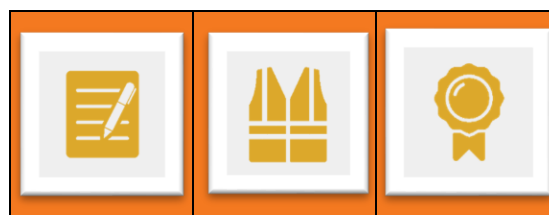
- You would like to see more items accepted at our recycling centres such as hard plastics.
- To have easy access to recycling centres without restrictive policies or booking systems.
- Provide more local reuse facilities.
- More educational opportunities and information at our recycling centres.

We plan to do this by:

- 6.1 Reviewing our recycling centre policies and van permit scheme to manage commercial waste abuse more effectively.
- 6.2 Setting up 'sort it' areas at recycling centres to help residents to separate their waste for reuse and recycling and making it easier to leave suitable items for the BCP re-use shop new to you.
- 6.3 Considering opportunities to reuse and recycle additional items at recycling centres such as paint, plastics, carpet.
- 6.4 Mapping out our requirements for long-term sustainable waste facilities and infrastructure in the BCP area for the next generation, which will include fit for purpose depot facilities, appropriate waste transfer capacity and a review of recycling centre locations.
- 6.5 Considering the use of underground bins in public areas and in locations where standard collection methods are not effective or efficient to overcome issues with space, bin blight, and offer collection efficiency. Work with planning teams to guide developers and identify opportunities for service growth.

7. Deliver futureproof and safe services

Our ambition is to ensure our services adapt with our legal requirements while safely operating our collection services and waste sites in compliance with our operational waste permits.



We plan to do this by:

- 7.1 Horizon scanning for future government policy and collaborating with other councils, industry networks and businesses to adapt.
- 7.2 Reviewing our bin replacement charging policy to ensure collections can operate safely
- 7.3 Banning items in kerbside bins that may cause fire such as vapes, batteries, small electricals. These can be taken to recycling centres for recycling.
- 7.4 Reviewing our site permits issued by the Environment Agency to ensure permit compliance and opportunities for service and site improvements.

Next steps

This Waste Strategy for BCP Council sets out a pathway for the next 10 years. We will embed the ambitions and supporting actions outlined in this strategy into our service and team plans for progression and delivery.

We will monitor success using the waste and carbon targets of Ambition 3 to:

- Achieve our waste targets of landfill diversion (>90%) by 2035
- Achieve our recycling targets (>65%) by 2035
- Contributing towards the council's commitment carbon neutrality from our operations by 2030 by reducing vehicle and disposal emissions associated with waste and recycling

It is likely within these timeframes that there will be huge changes in national policy and legislation, shifts in waste composition and tonnages, emerging technologies and evolving public attitudes towards waste, all of which will influence how we manage our waste services in the BCP area. For this purpose, this strategy must be flexible and adaptable with a review at least every five years or in the case of any substantial change in legislation.

Glossary

Anaerobic Digestion (AD) – A process that breaks down organic waste such as food waste to produce biogas - a renewable energy which can be used to generate heat and electricity and by products known as digestate which can be used as fertiliser and compost.

Bring banks – small recycling points located in public areas for items such as textiles which are not collected at kerbside.

Carbon Impact Assessment – Evaluation of greenhouse gas emissions from waste services.

Circular Economy – An economic model focused on reuse, repair, and recycling to minimise waste with the intention that maximum use is extracted from resources and minimum waste is generated for disposal.

Contamination – Non-recyclable or incorrectly sorted materials in recycling bins.

Deposit Return Scheme (DRS) – A system where consumers pay a deposit on plastic and aluminium drinks containers which is refunded upon return.

Emissions Trading Scheme (ETS) – A government-led system designed to reduce greenhouse gas emissions. It sets a limit (or "cap") on the total emissions allowed from certain sectors.

Energy from Waste (EfW) – Facilities that generate energy by incinerating waste.

Energy recovery - a waste treatment process used to recover energy and new raw materials from the waste. Recovery waste treatment processes include anaerobic digestion and Energy from Waste (EfW).

Environment Act 2021 – UK legislation introducing reforms such as Simpler Recycling, Deposit Return Scheme, and Extended Producer Responsibility.

Extended Producer Responsibility (EPR) – A policy approach where producers are responsible for the cost of dealing with the packing waste they produce. This means producers must help pay for recycling and disposal, encouraging them to design packaging that is easier to recycle and less harmful to the environment.

Kerbside Collection – Waste and recycling collected directly from households.

Landfill Diversion – The proportion of waste not sent to landfill.

Materials Recycling Facility (MRF) – A plant where mixed recyclables are sorted into separate material streams.

Mechanical Biological Treatment (MBT) – A process that mechanically and biologically treats residual waste.

Municipal recycling - Recycling of waste collected by or on behalf of a local authority. It includes household waste and some commercial or public sector waste (like from schools or offices) that is similar in nature and composition to household waste.

Organic Waste – Biodegradable waste including food and garden waste.

Procurement - The process of buying goods, works and services from third parties and in-house providers.

Recyclables – Materials that can be processed and reused, such as paper, glass, metals, and certain plastics.

Recycling rate – The percentage of total waste that is recycled or composted.

Residual waste – Waste that is not reused, recycled, composted or anaerobically digested.

Sharps collection – A service for collecting medical sharps waste from residents.

Simpler recycling - A government initiative introduced through the Environment Act 2021 to make recycling easier and more consistent across England. It requires all councils to collect a standard set of recyclable materials from households and businesses, including food waste and plastic film, by 2027. The aim is to reduce confusion, improve recycling rates, and support a circular economy.

Unitary authority - A type of local government that is responsible for all local services in its area. Unlike areas with separate county and district councils, a unitary authority handles everything from waste collection and housing to education and transport. BCP Council is a unitary authority.

Waste composition analysis – A study of the types and quantities of waste in bins.

Waste hierarchy - The waste hierarchy sets out the order in which options for waste management should be considered based on environmental impact.

Waste infrastructure - The buildings, equipment, and systems used to manage waste such as recycling centres, waste transfer stations, collection vehicles and bins.

Background Reports

Bournemouth, Christchurch and Poole kerbside waste and recycling compositional analysis:
M.E.L. Waste Insights Alfred H. Knight Group 2022

BCP Council's Residents Survey 2023

WRAP (2022) & (2025) Waste and Recycling Technical Support to BCP Council

Waste Strategy Consultation Report 2025

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Waste Strategy Consultation Report

July 2025

Methodology

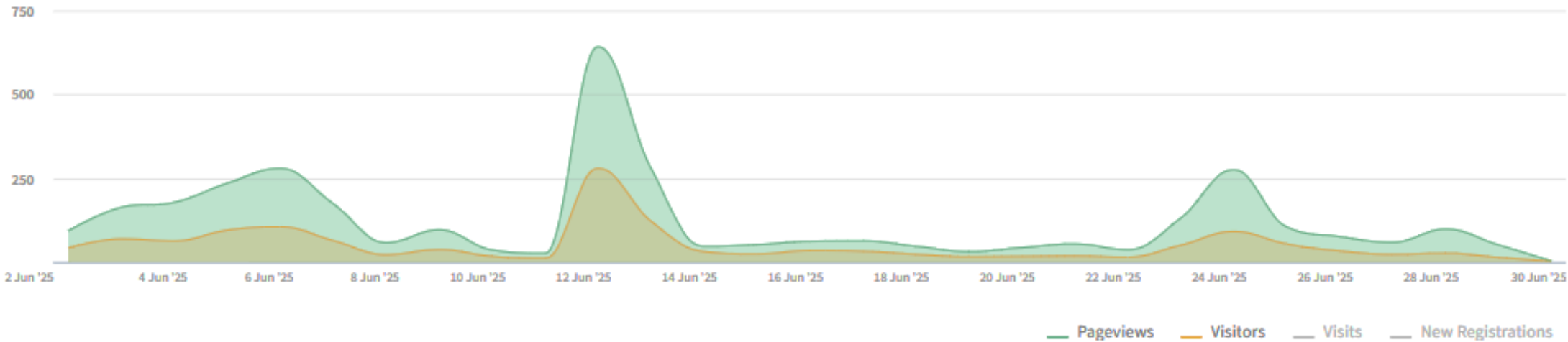
- The consultation ran from 2 June 2025 to 29 June 2025
- It was available at haveyoursay.bcpCouncil.gov.uk/Waste-strategy
- Paper copies were available in libraries
- The consultation was also promoted at Council Recycling Centres
- The following formats were available:
 - online survey
 - paper surveys

Consultation webpage visits



Visitors Summary

Have Your Say Bournemouth, Christchurch and Poole from 02 Jun'25 to 30 Jun'25



Aware Visitors (viewed EHQ page)	Informed Visitors (Interacted with EHQ page)	Engaged Visitors (Completed survey online)
1288	770	303

Social Media Activity



5 posts were published on our social media channels during the consultation

138

Channel	Reach	Impressions	Engagement
Facebook	9.1k	9.7k	628
Instagram	1.6k	2.6k	14
X	-	-	-
LinkedIn	-	1.2	32
Total	10,706	13,521	674

Survey Findings

Response

Total number of surveys completed	Number completed on-line	Number of paper surveys completed
312	303	9

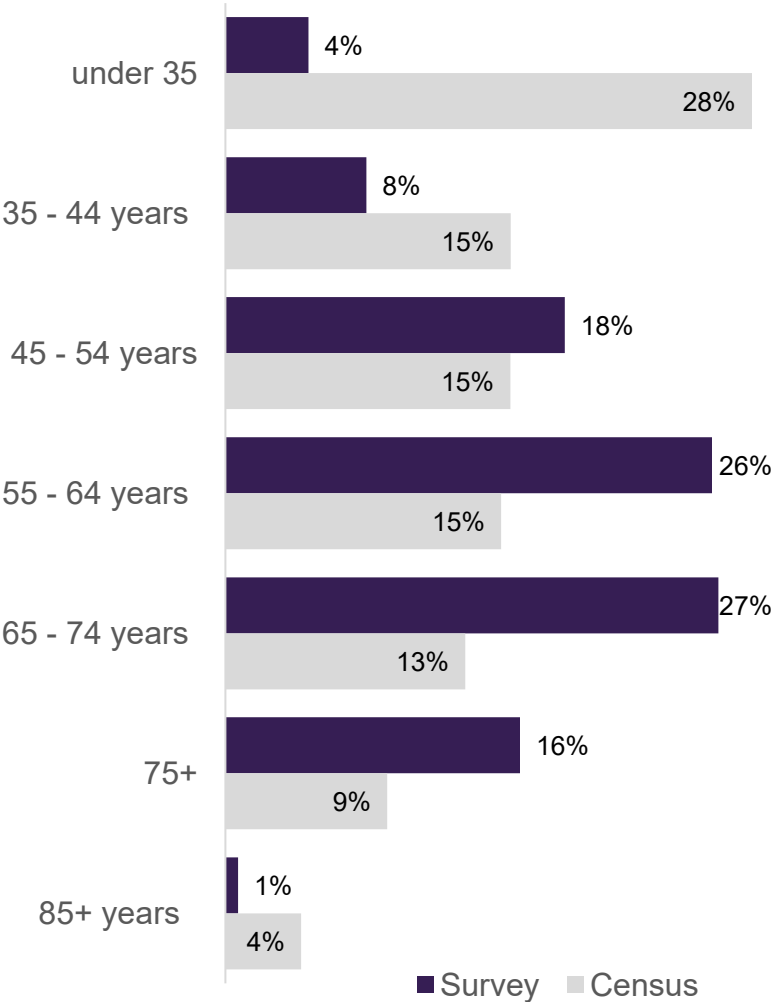
- 303 respondents said they were responding as an individual
- 2 respondents said they were responding as a business and an individual
- 7 did not answer

Respondent profile

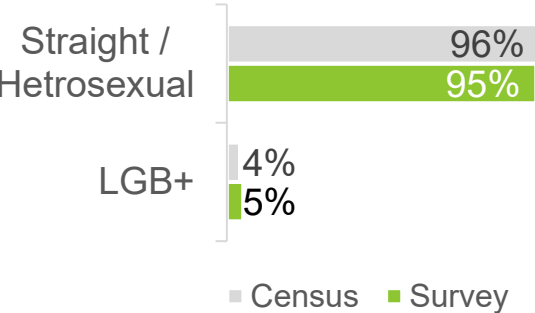


141

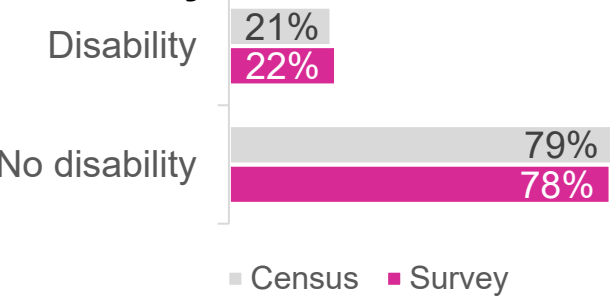
Age group



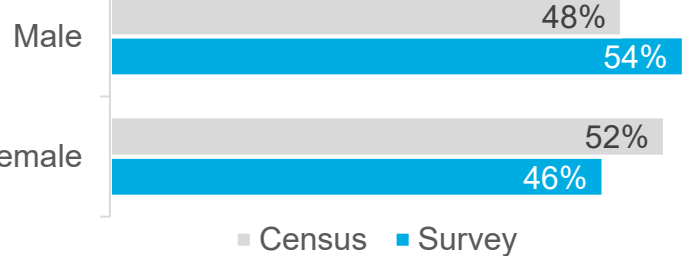
Sexual orientation



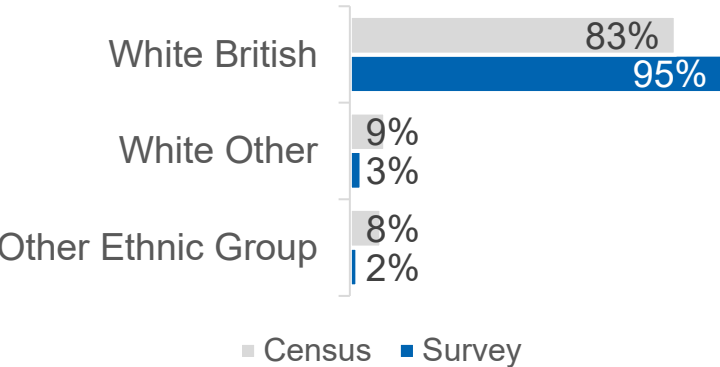
Disability



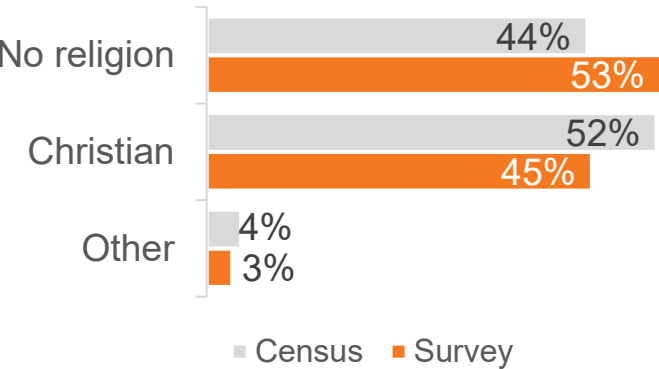
Sex



Ethnicity



Religion



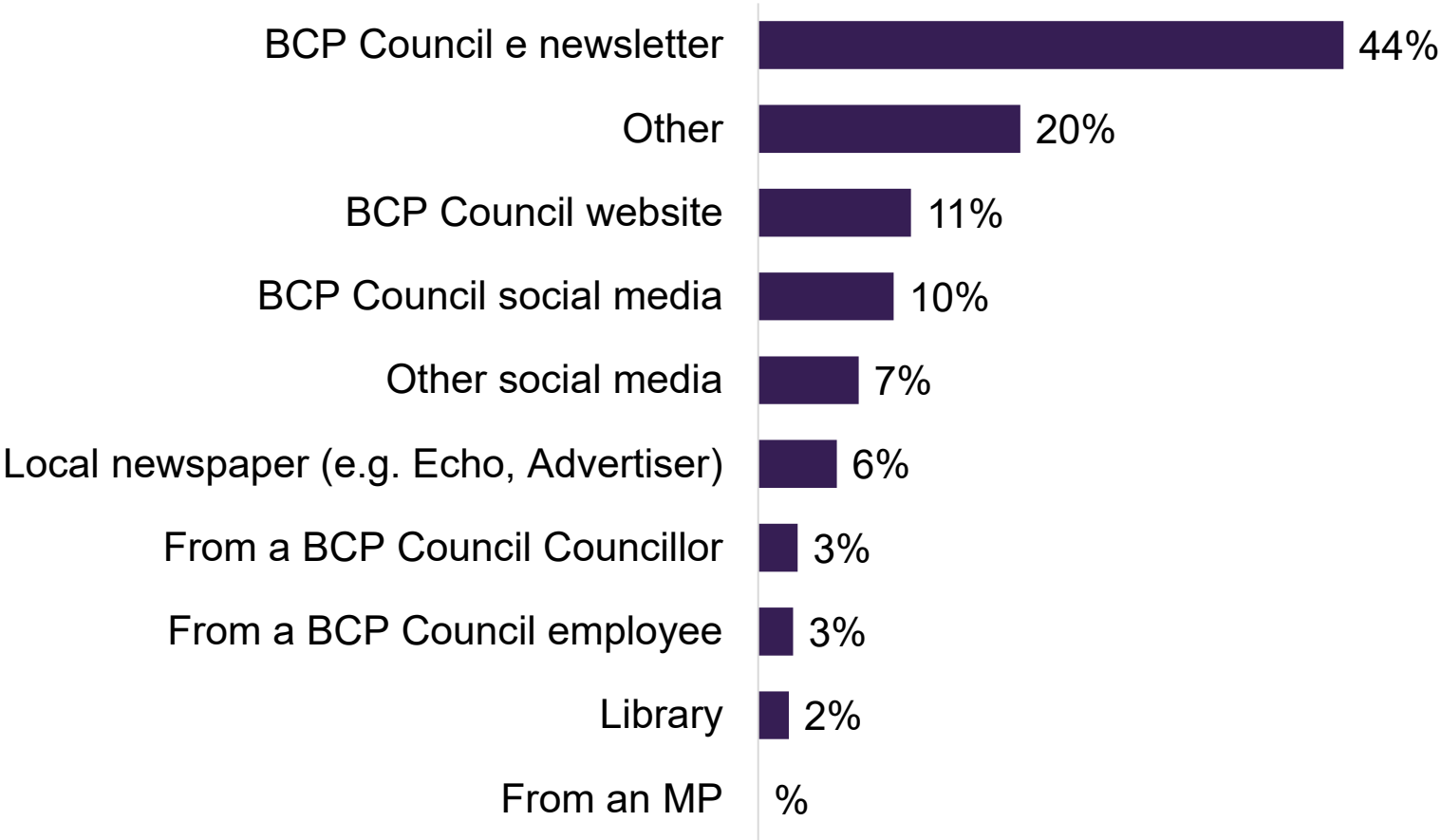
How did you find out about the consultation?



By BCP Council e newsletter was the most popular way of finding out about the consultation at 44%

Other responses included:

- Residents Association
- Facebook
- A friend
- Neighbour
- Someone from household
- Residents' magazine
- Repair Café
- BCP Staff intranet
- Have your say home page



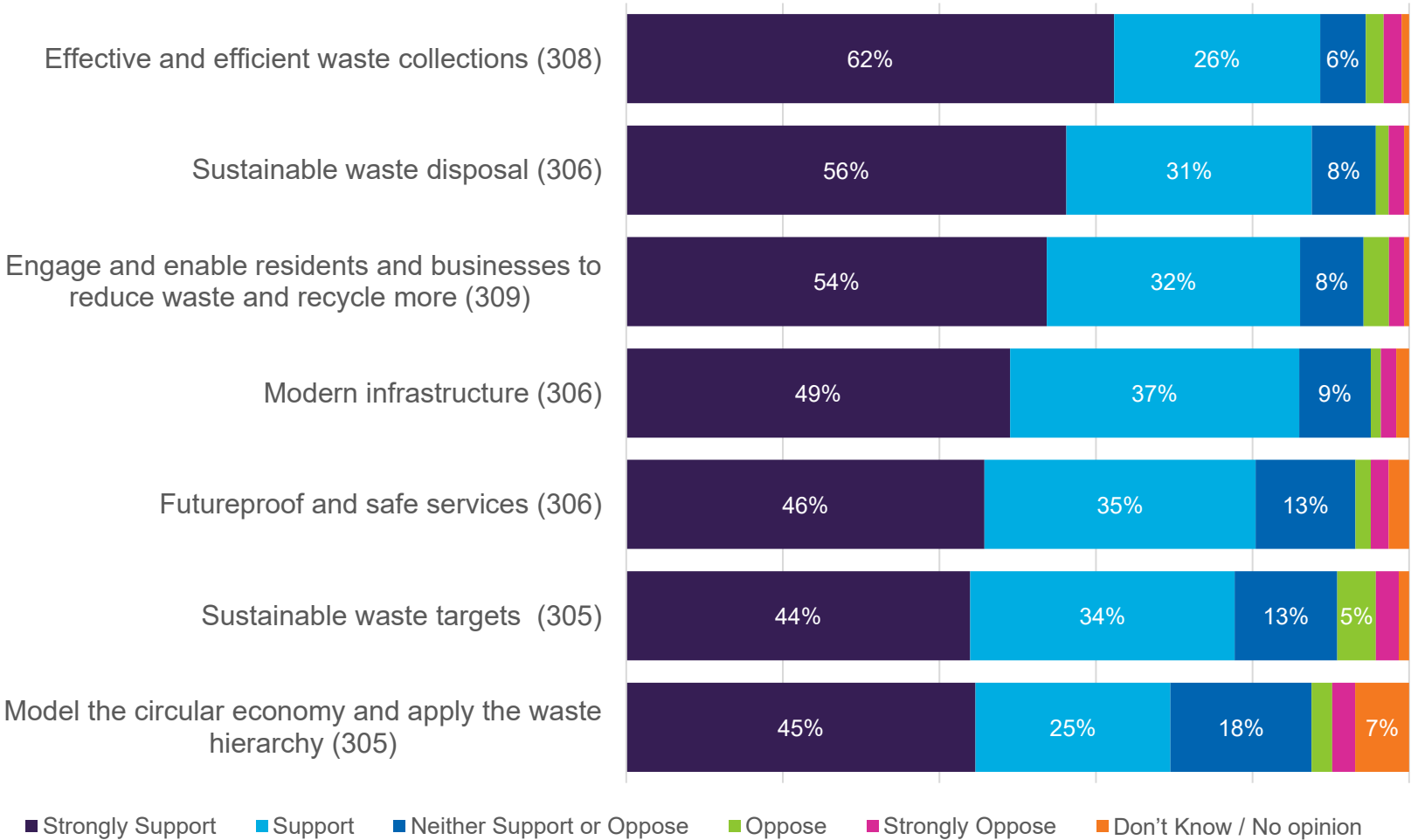
Do you support the proposed waste strategy ambitions?



Effective and efficient waste collections had **the most support** (273)

Sustainable waste targets has **the most opposed** responses (24)

Model the circular economy and apply the waste hierarchy had the **most don't knows** (21)

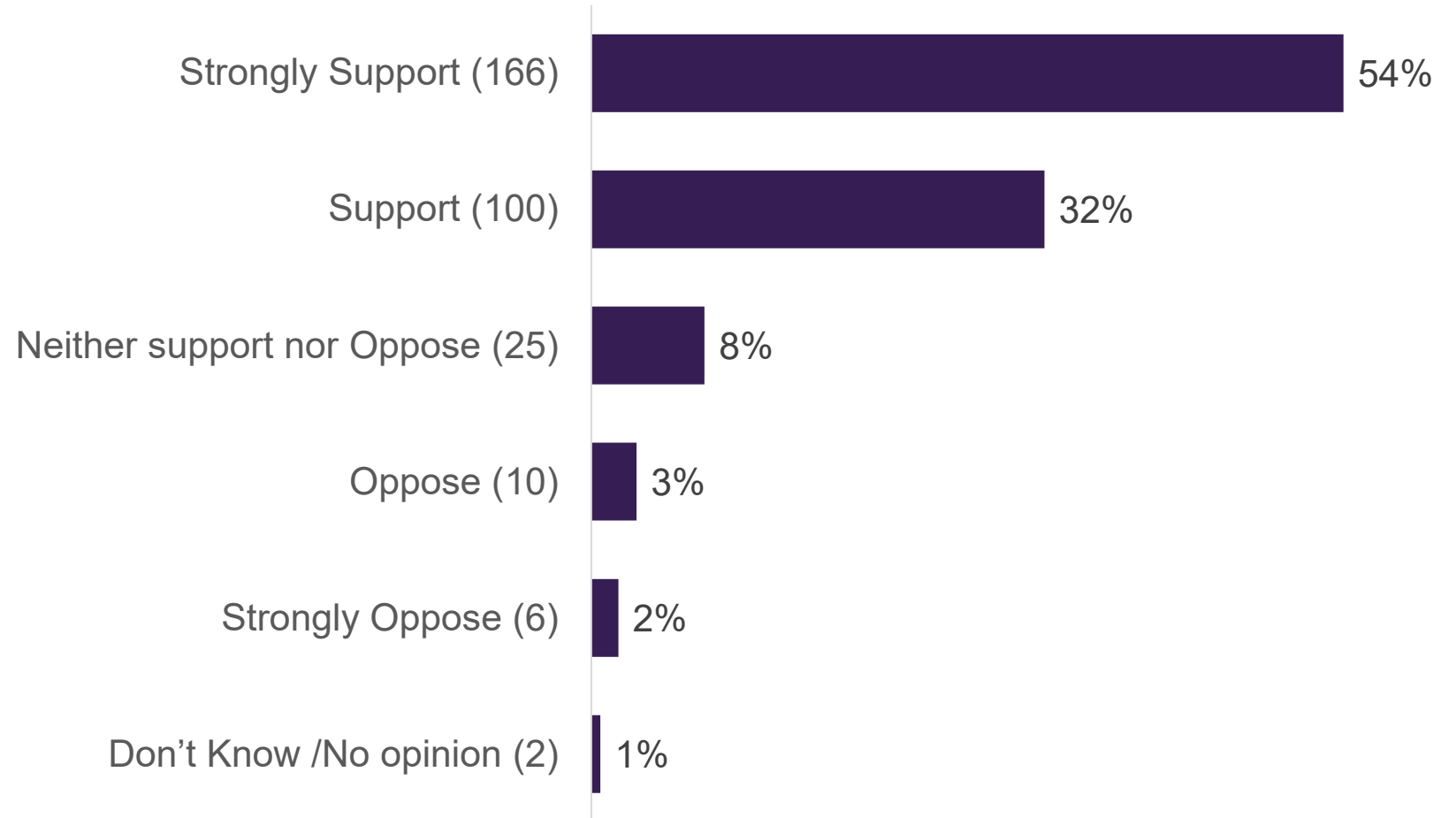


Do you support the proposed waste strategy ambitions?

Engage and enable residents and businesses to reduce waste and recycle more

144

86% of those who responded supported the ambition

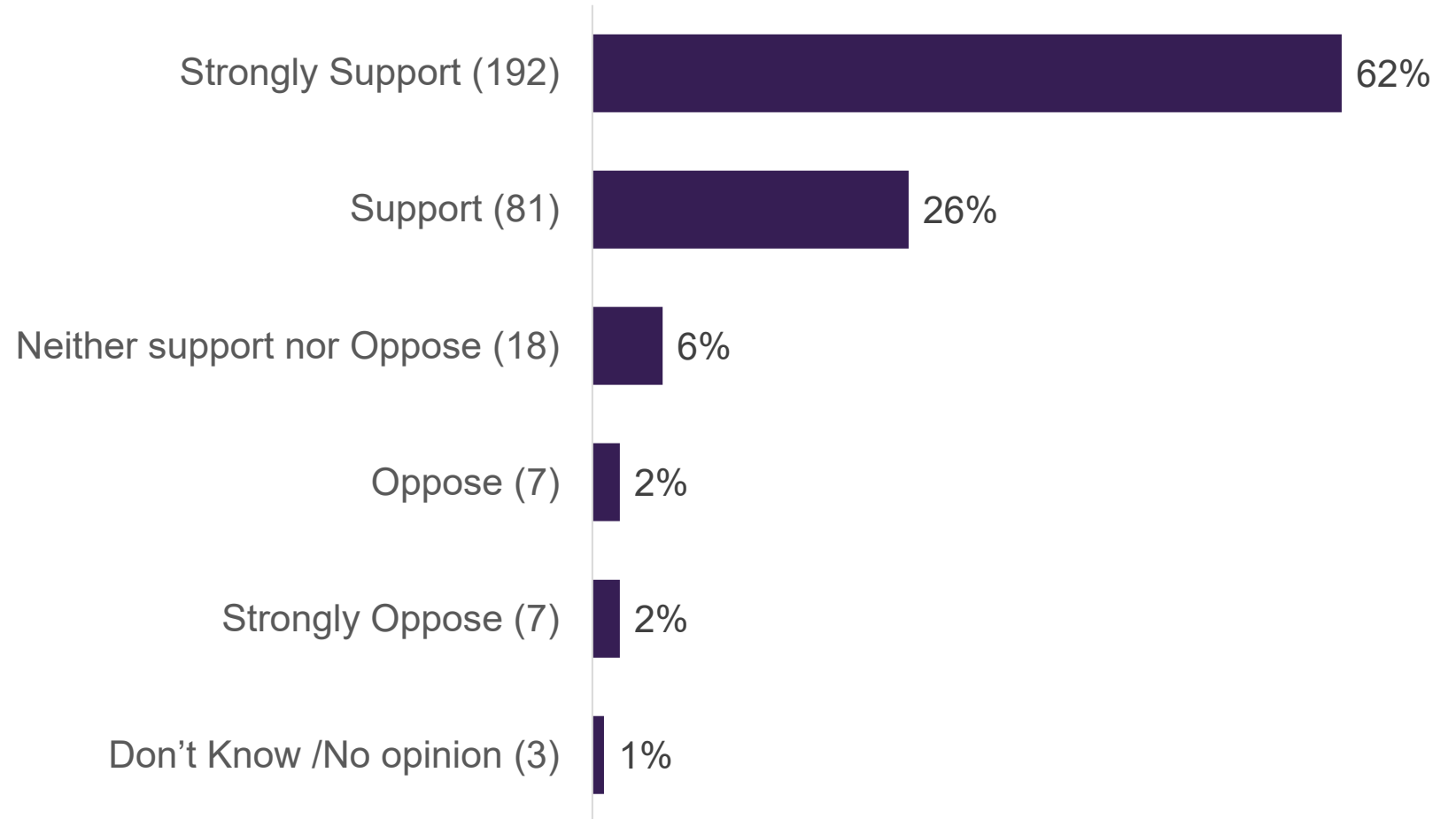


Base 309

Do you support the proposed waste strategy ambitions?

Effective and efficient waste collections

88% of those who responded supported the ambition



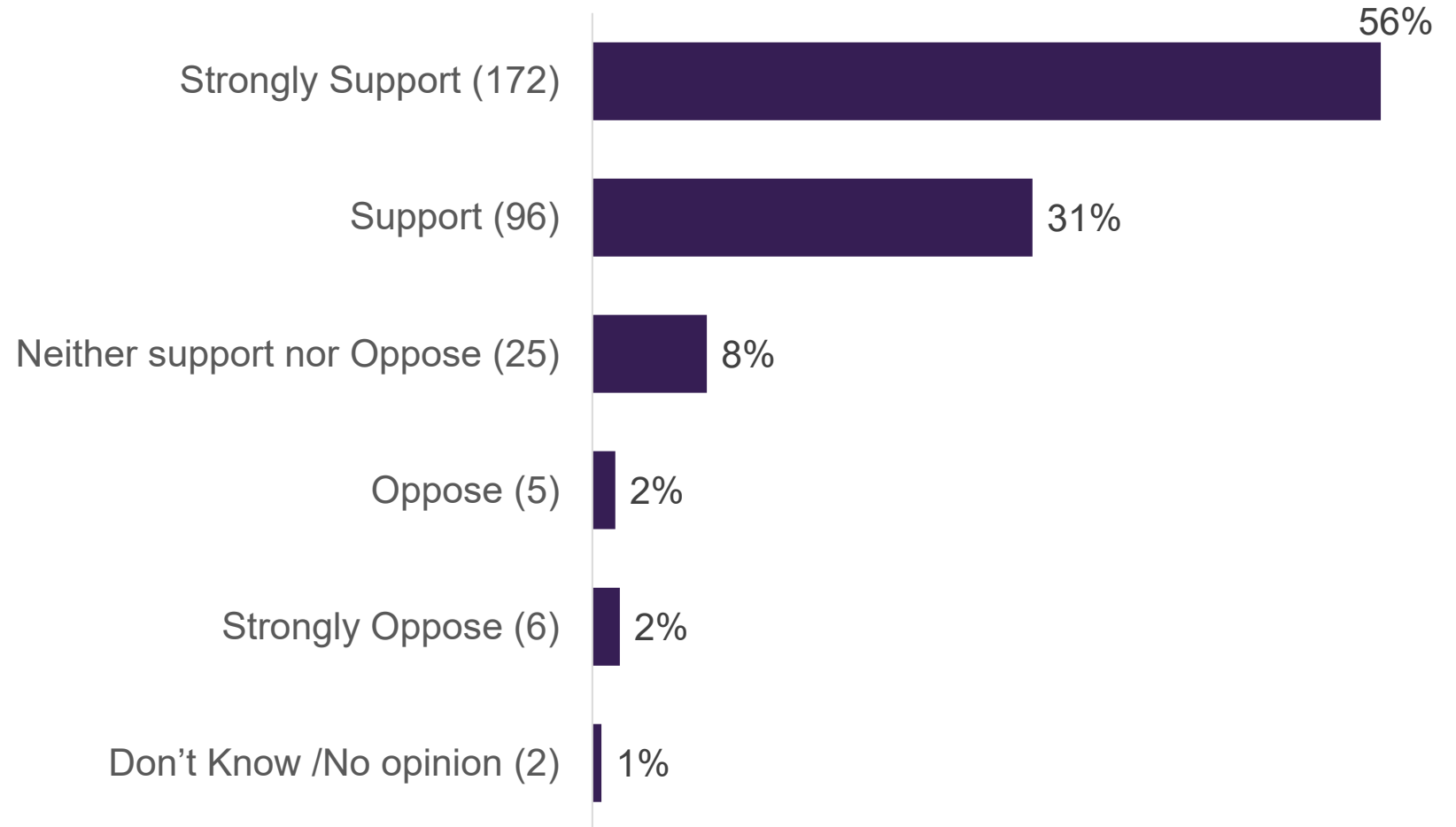
Base 308

Do you support the proposed waste strategy ambitions?



Sustainable waste disposal

87% of those who responded supported the ambition



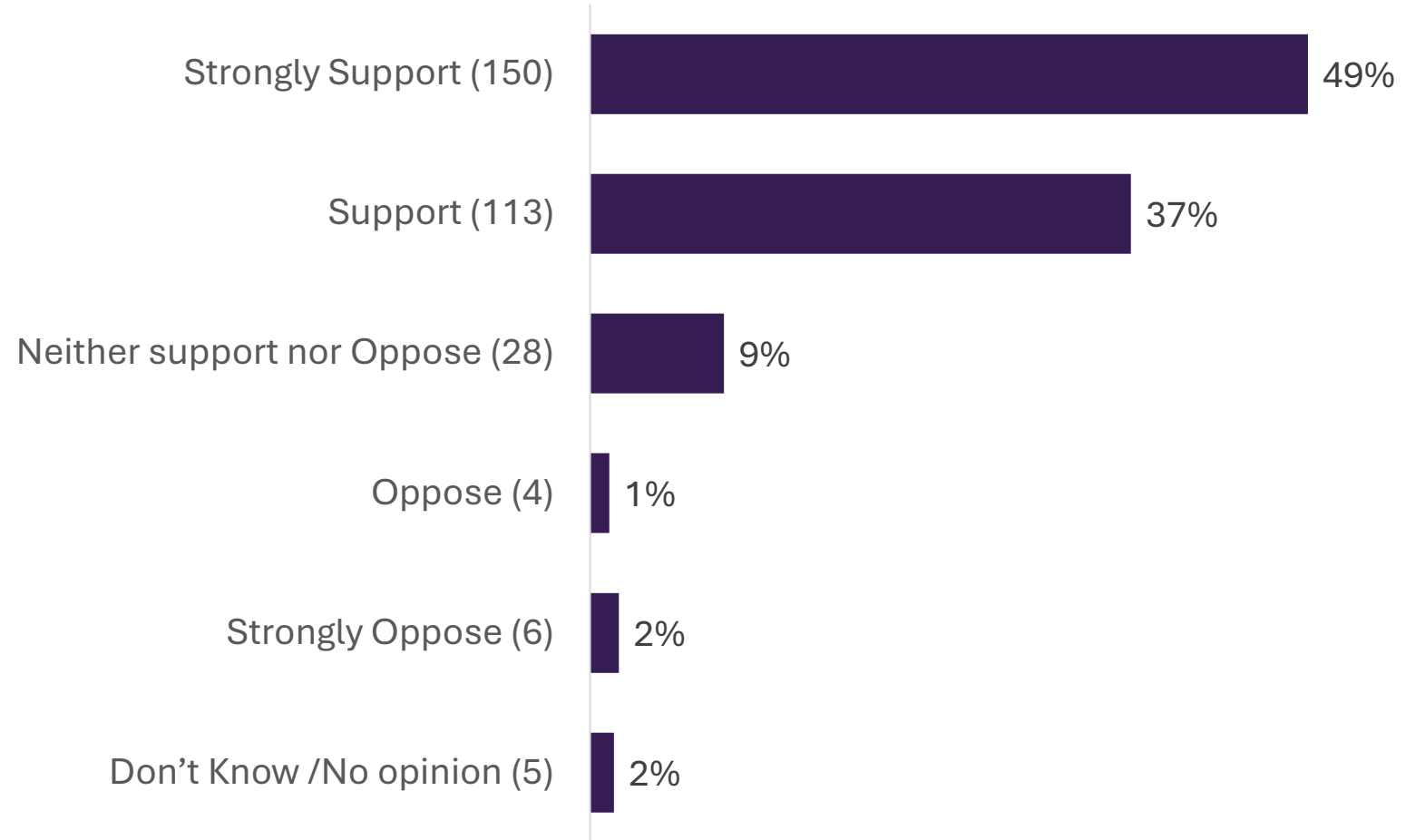
Base 306

Do you support the proposed waste strategy ambitions?

Modern infrastructure

147

86% of those who responded supported the ambition



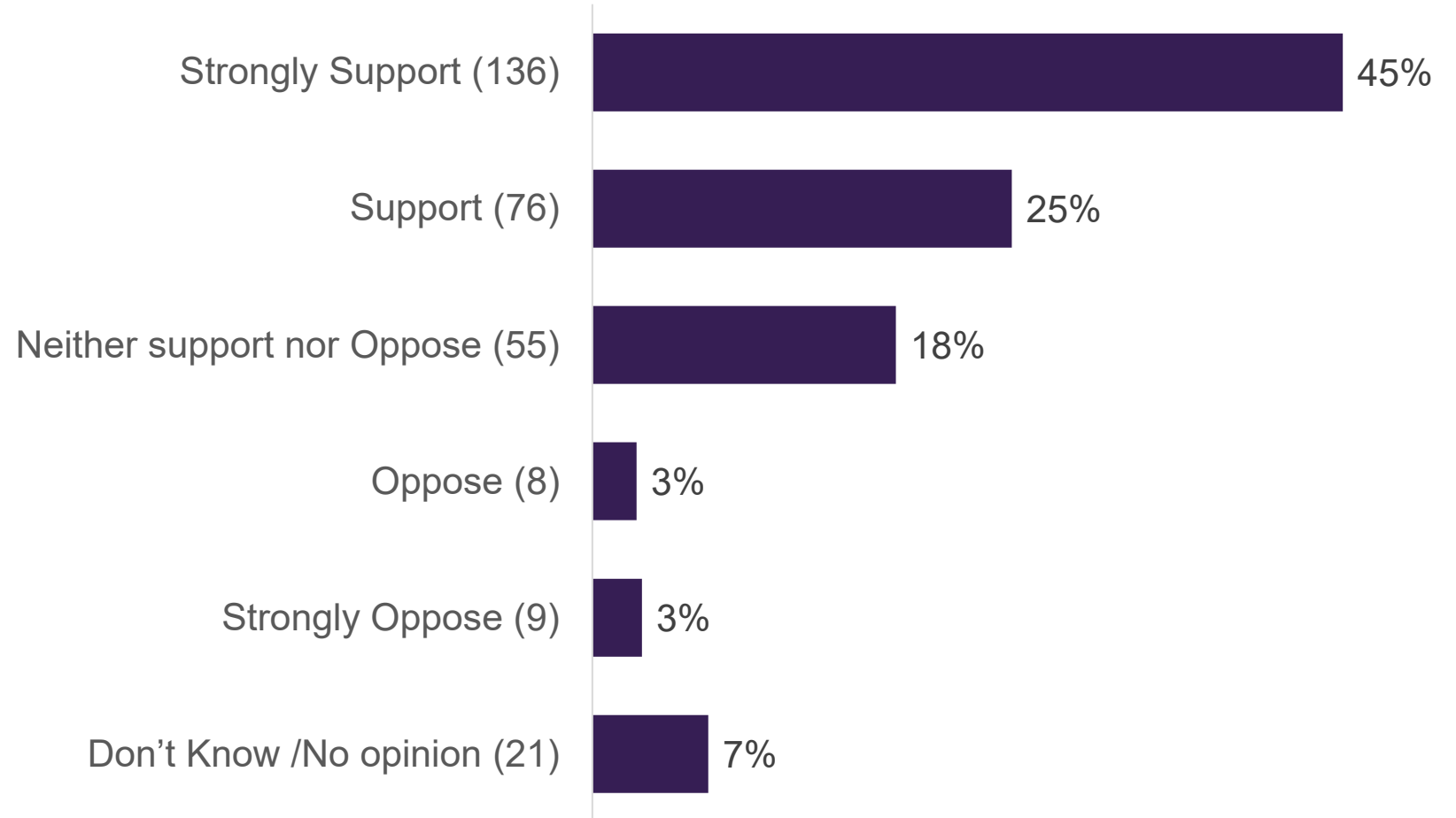
Base 306

Do you support the proposed waste strategy ambitions?

Model the circular economy and apply the waste hierarchy

148

70% of those who responded supported the ambition



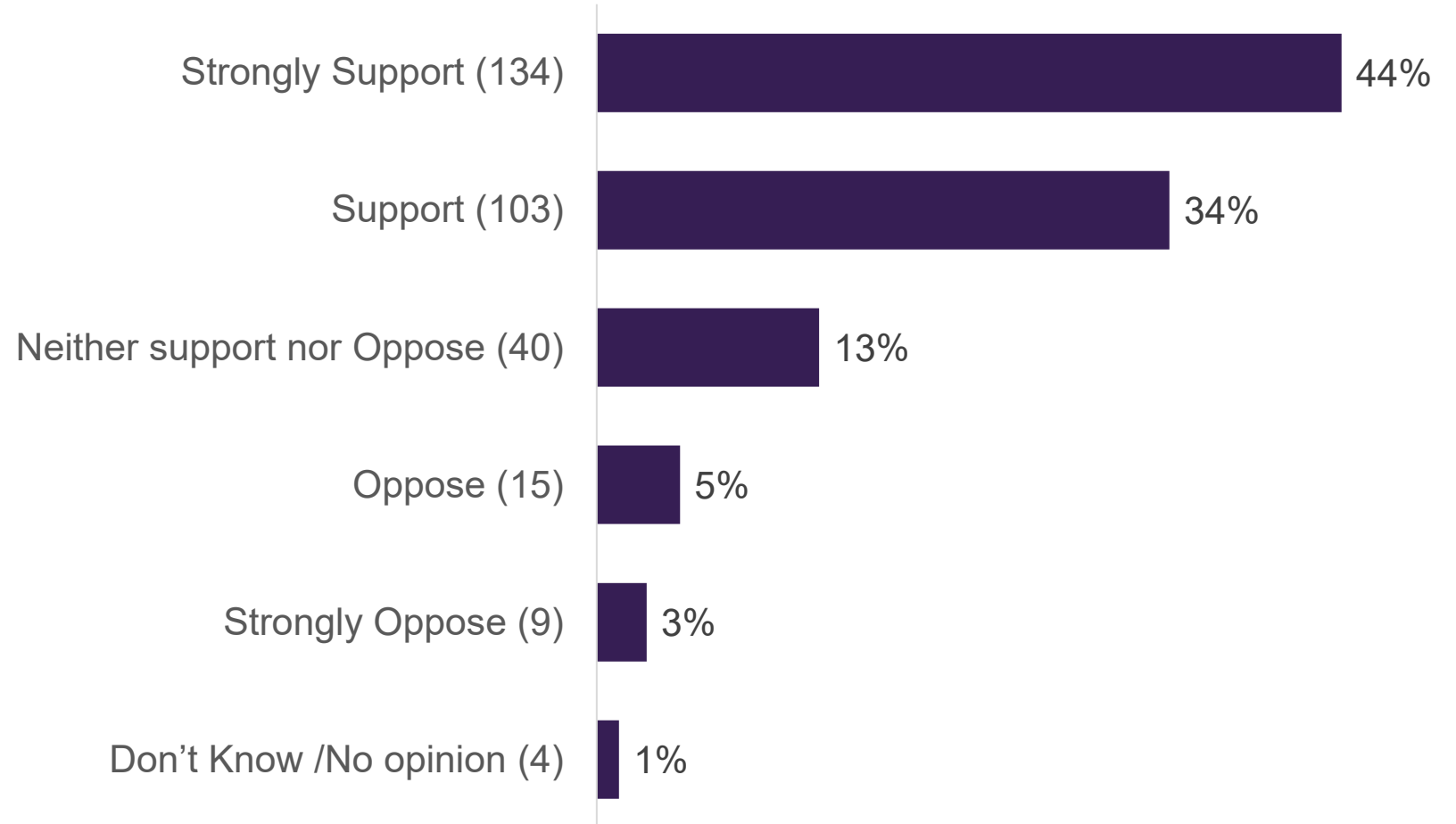
Base 305

Do you support the proposed waste strategy ambitions?

Sustainable waste targets

149

77% of those who responded supported the ambition



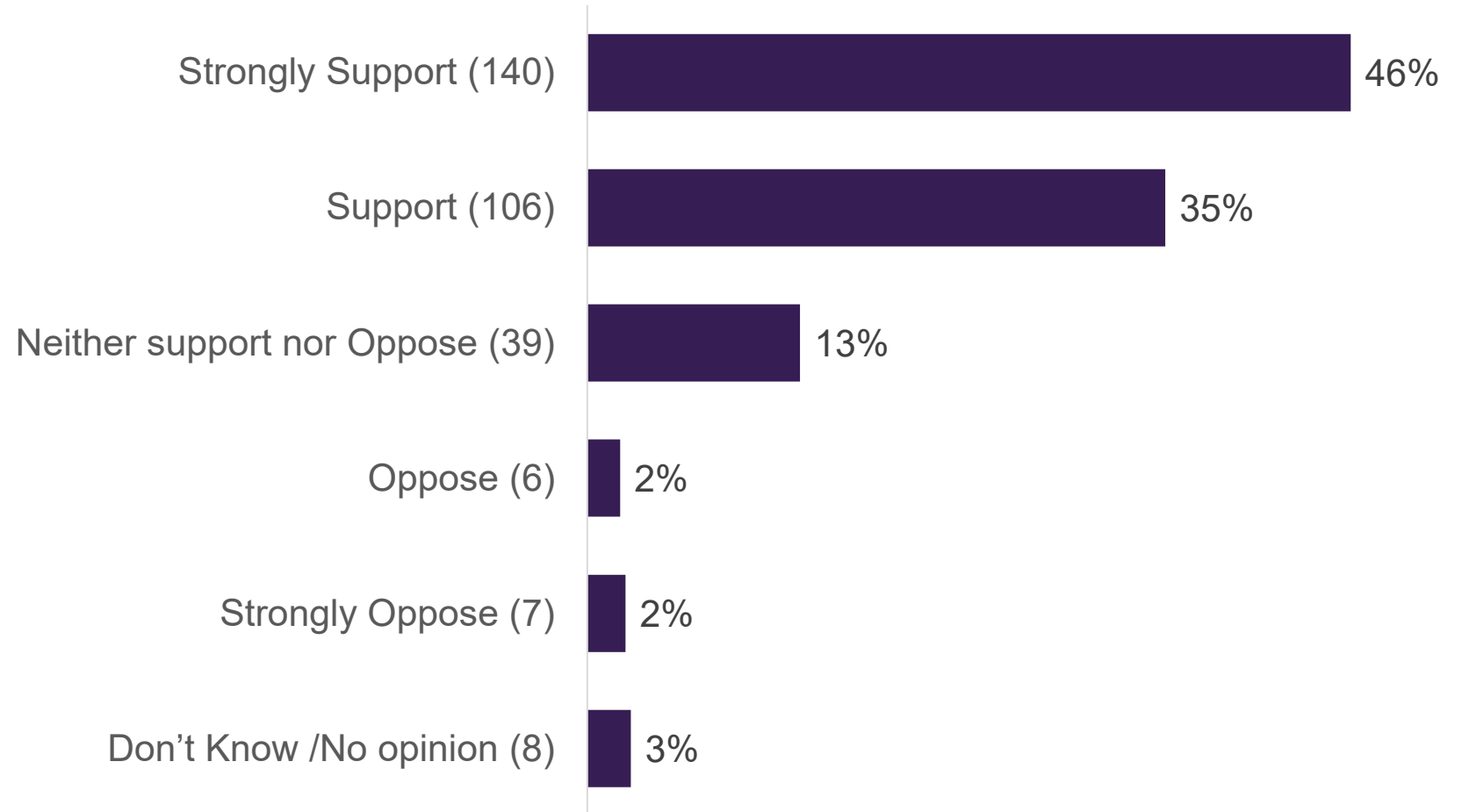
Base 305

Do you support the proposed waste strategy ambitions?

Futureproof and safe services

150

81% of those who responded supported the ambition



Base 306

Ambitions – Comment themes

151

Theme	Comment
General Support for ambitions	Respondents broadly agreed with the ambitions - such as improving recycling, reducing waste, and promoting sustainability. However, this support was often conditional.
Simple and accessible recycling	Respondents want recycling to be straightforward and accessible , with clear systems that minimize confusion. There are concerns that the proposed ambitions might complicate processes or reduce services - especially bin collections - making recycling harder, particularly for vulnerable groups.
Desire to rehome, repair and repurpose	There is frustration over the removal of local reuse facilities , as respondents wanted better support to repair, rehome, and repurpose items.
Education and communication	There's strong support for better education and communication to help residents and businesses understand what can be recycled and how to do it properly.
Business accountability	Some respondents felt businesses must be held more accountable for waste reduction, with better enforcement and clearer expectations.
Opposition	There is opposition to the use of incineration for disposing of waste.
Calls for Stronger Action	Some felt the ambitions were not ambitious enough , particularly around recycling and reuse.
Equity and Fairness	There were concerns about inconsistency of the food waste service across the BCP area.
Trust and Communication	Some respondents questioned the consultation's authenticity and clarity, expressing a need for more information and concern over how the objectives would be delivered .

155 comments received

Ambitions – Example quotes from respondents

152

“The availability of items taken to the tip that could be resold is not acceptable. There needs to be local points where items can be found. For example a shop in Poole is not helpful for someone in Christchurch who doesn't/ can't drive. This would allow more items to be reused.”

“Effective and efficient waste collections - difficult to know what you mean by this, the devil is in the detail with these sorts of statements. If that means a reduction in black bin waste collection I would not support. Similarly modern infrastructure - if that means huge lorries and resulting development dominated by bins I would not support. More details on the implications are needed to fully understand the ambitions.”

“I support all the above as statements, but I am very wary/suspicious of these statements/desires being used as an excuse to cut services down to unrealistic levels.”

“Whilst I support the council waste ‘ambitions’ in theory, I would like to know what strategies will be put in place, extra costs for residents, etc. to achieve these goals/ambitions. Or a realistic and achievable action plan with costs. Also, how you would go about changing people’s mindsets into being more responsible to follow more sustainable habits?. I appreciate you have to write these strategies to satisfy a number of parties, but let them be more than just words”

“Ensure the future of Christchurch recycling centre with improved opening hours. To bring back the for sale items as this allows discarded items to be reused instead of just dumped into a skip.”

“Can try to achieve this without increasing council tax further, please.”

“These are all meaningful words - but I see no costs. Hopefully this means you will achieve all these splendid targets from your own existing resources.”

“The system should be simple to use and follow the waste hierarchy”

“Keep it simple and as cost effective as possible. Maintain existing waste collection cycles.”

Ambitions – Example quotes from respondents

153

“Co-mingled bins recycling is best... Keep recycling for residents simple and straight forward. No point making it complicated to squeeze another 1% residents can’t understand what is/isn’t recyclable even now. Don’t clutter the streets with more bins and don’t have bags or open boxes that attract vermin and gulls.

Do more checks to see businesses are using approved waste handlers and more checks businesses are using commercial and not residential or street litter bins”

“I would like focus on recycling, rat control and stronger focus on landlords and their responsibilities”

“Need to encourage recycling among our businesses, and in communal blocks of flats.”

“I believe statistically, businesses cause more landfill and do not recycle anywhere near as much as residents. Focus should be on those.”

“If a council tax payer takes a item to the waste centre i.e. say a two buckets of soil, or a toilet pan please scrap the charges for small amounts if you scrapped charges on some items people would less inclined to fly tip, You need to charge it one takes a van load with items. so just make it easier to get ride of items without large charges”

“Encouragement to reduce and reuse is important factor that all should consider and ‘chucking it in bin’ should be last option rather than some peoples first. So education/information needs to improve”

“Anything to make recycling/ waste easier for today’s modern world. “

“Better education in how we can better recycle. Have better and more options on recycling plastic bags and packaging”.

“Incineration is NOT the way to go forward, even as an interim measure.”

“To clarify I am against burning of waste materials. The focus should be on recycling more. BCP has a lot of houses that have recycling bins, make the most of them.”

“Waste incinerators are not a sustainable way to dispose of non-recyclable rubbish.”

Ambitions – Example quotes from respondents

154

“Sustainable waste targets should be more challenging than they are.”

“I have marked 'Support' on infrastructure as not certain what 'Improving our waste sites' comprises - the environment should be considered at all times. My concerns are to NOT install new incinerators at huge cost to nature and our green belt. Sustainable waste targets - 2045 is a long way off, is this ambitious enough? Doesn't sound it, but without knowing the details its hard to comment. Also wording 'We also need to meet the Government's waste targets to recycle 65% of our waste and send less than 10% to landfill by 2035' doesn't state that you WILL meet it. You're stating a need rather than an intention to meet this.”

“The need for an overhaul of the current waste system is desperately needed, so I strongly support these ambitions. Need to set challenging ambitions to drive change.”

“I think this is really important. However an immediate thing that could be changed is to start food waste collections in Poole. I find it extremely unfair that you collect in Bournemouth and Christchurch but not Poole when it is the same council. I have lived here for nearly 6 years and have asked about this multiple times & have never had a clear explanation as to why you can't just apply the same scheme here.”

“No, but getting good waste bins out to Poole Residents should be on the list”.

“A bit woolly does not say how this will be done. Suspect it will not actually help residents”

“It all looks like waffle. What does it actually mean in practice?”

“There isn't much information here. I don't really know what I'm voting on.”

“In principle, I support the above aims but I cannot give a categoric response without sight of the methods and costs proposed to achieve these aims.”

“I suspect you have already decided what your policy will be and this is purely a tick box exercise.”

Are there any other ambitions you think should be considered?

Theme	Comment
Expand and Simplify Recycling	Respondents want easier accessible recycling options that include hard-to-recycle items, They would like clearer guidance on what can be recycled, where it goes, and how much is reused
Equal Access to Services	There's demand for consistent waste services across all areas , especially Poole.
Reduce Plastic and Packaging Waste	Respondents want action to reduce packaging at the source, eliminating unnecessary plastics and to promote reusable alternatives to businesses.
Improve Waste Infrastructure	Suggestions focus on more frequent collections , better bin placement , and reliable services .
Tackle Fly-Tipping and Litter	Respondents want tougher enforcement and easier legal disposal to prevent illegal dumping.
Promote Repair and Reuse	There's support for community-based reuse and repair initiatives to reduce waste.
Education and Awareness	Respondents want better public education on recycling , especially for younger generations.
Oppose Incineration	Many respondents are firmly against incineration and want sustainable alternatives.
Make Recycling Centres More Accessible	People want easier access to tips without booking systems or restrictive policies.
Incentivise Sustainable Behaviour	Ideas include financial rewards and policy changes to encourage greener habits.

Ideas for other Ambitions – Example quotes from respondents

"I would like to see more information made publicly available about how to manage items that can not be put in current recycling - e.g. pringle cans, aerosols, deodorants etc"

"Local council tips should be easily accessible near to local residents and free to use. The Christchurch tip provides an example of an excellent facility which is tides well run and easily accessed. This service should be replicated across the area. Better waste management and ease of use would meet most criteria. Don't make it difficult for residents."

"Please please please do not bring in any crazy booking schemes for our community waste sites. All you need to do is change the contract so they are open longer!

"As a Bransgore resident we have been excluded from using our local recycling centre at Somerford. We now have to drive 10 miles to use the Lymington or Somerley sites. We shop in Somerford and have always used our local site at Somerford. An additional employee is now required to reject those that do not reside in the BCP area and similar measures have been taken to exclude Verwood residents from Somerley. This is incredibly petty and requires many extra miles to be driven. Is a bit of give and take too much to ask?"

"When will we be able to recycle food waste in Poole and hard plastics again?"

"Food waste should be introduced to households as soon as possible."

"Feedback data back regularly to residents on how much is recycled, improve clarity on what can be recycled and where, increase the number of items that can be recycled...make it more transparent...what happens to the things that can't be recycled. Where do they go? Recycling here is very important but the bigger picture too and I think people will engage more if they know."

"I urge the council to advocate local businesses as well as global businesses who operate in this area to look at packaging. As well as raising consumers awareness about what packaging is used on the goods they buy."

"... lobby retailers to use packaging materials, both for food and goods, that is easier to recycle."

Ideas for other Ambitions – Example quotes from respondents

“...central government should insist that all packaging is recyclable and that all authorities should recycle the same materials. This would have standardised the packing and made recycling so much easier.”

“...reduce the amounts of packaging at source. Then there will be less waste to deal with.”

“An idea would be to make supermarkets more responsible for recycling their packaging. So, when you go shopping you take your plastic cartons/trays and deposit them in a place designated by the supermarket.”

“Ensure that any residential waste collection is efficient and done regularly to encourage proper recycling and waste management”

“I have heard we may be going to 3 weekly bin collections as opposed to 2 weekly and I strongly oppose this”

“Not reducing the number of bin collections as it makes fly tipping worse”

“Don't overcomplicate matters, keep waste selection simple so residents understand it. To most people, waste is just waste, they won't devote time to worrying about in which bin they should place rubbish. Also avoid the law of unintended consequences: fly tipping will increase if residents feel collection is too infrequent, or too expensive.”

“... pursue fly-tippers who are spoiling the countryside”

“Seriously punish fly tippers.”

“Think about how we collect waste around the area and how bins overflow quickly. In Spain they have bins where there is a significantly larger collection area beneath the bin to stop it overflowing. This would significantly help reduce rubbish and recyclable items being discarded next to an overflowing bin.”

“... bins can come with signage to say what can be recycled...”

“Cleaner streets need to be implemented through fines. More cameras set up to catch fly tipping in common areas.”

“Ensure waste recycling sites are available to residents without the need for booked appointments. Enforce rigorously only tipping - more cameras more prosecutions. Can we charge fly-tippers full cleanup costs?”

Ideas for other Ambitions – Example quotes from respondents

“Create legislation that outlaws built in obsolescence and ensures that every attempt is made to make products repairable.”

“Educating people and children via schools the imperativeness of this for the future. I believe a lot of recycling is “spoilt””

“Repair Shop type council run. To allow items to be brought in and repaired.”

“More awareness [among] young people. More encouragement to reuse and repair. Discourage people from throwing away items away and buying new ones. Stop littering”

“...do all of this without the use of incinerators.”

“Rewards systems; can we find a way to make people financially better off if they recycle more? Reductions on council tax, credits to use on the buses. I've seen similar systems in Europe where returning bottles and cans to drop off points can earn a little extra cash.”

“Reminders re litter, keep areas clean & tidy, encourage and promote”

“More recycling collections, less waste collections would mean people would need to think about recycling more.”

“Actively encourage use of reusable items through surcharges or bans on disposable items or e.g. reduced rates on premises for businesses who are making genuine efforts in this area.”

“Ambition for more information and educational opportunities, particularly at our recycling centres.”

“More rehoming & repurposing. Free sites for people to deliver & collect items with use left.”

“Encouraging home composting with provision of discounted compost bins? Encouraging rainwater retention with discounted water butts and fitting kits where suitable?”

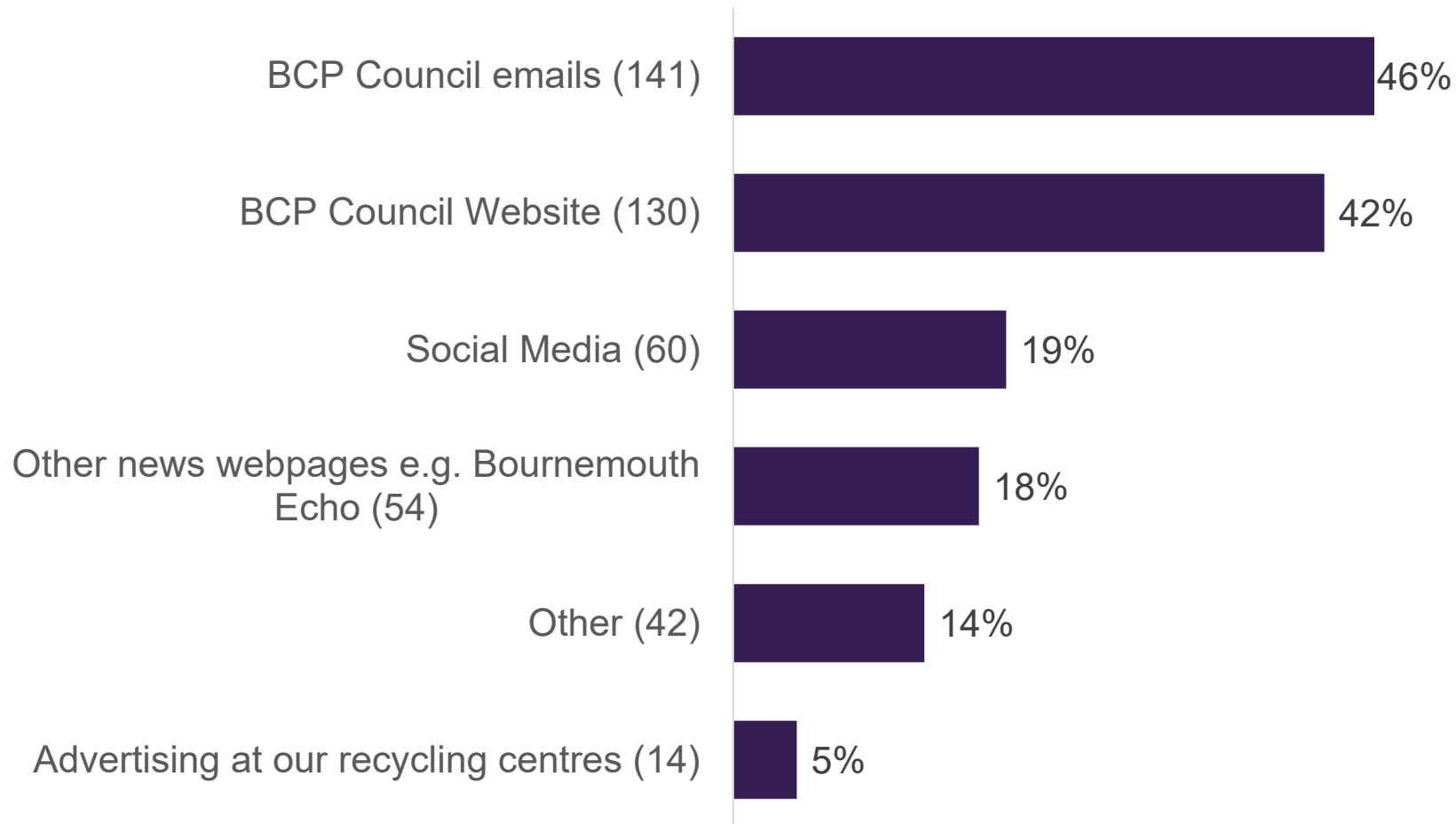
“Ease of access; to achieve a target you need to ensure whatever people need to do is feasible and accessible.”

“Increased recycling opportunities. le great range of material collected from households”

How do you hear about your council recycling and waste services?



159



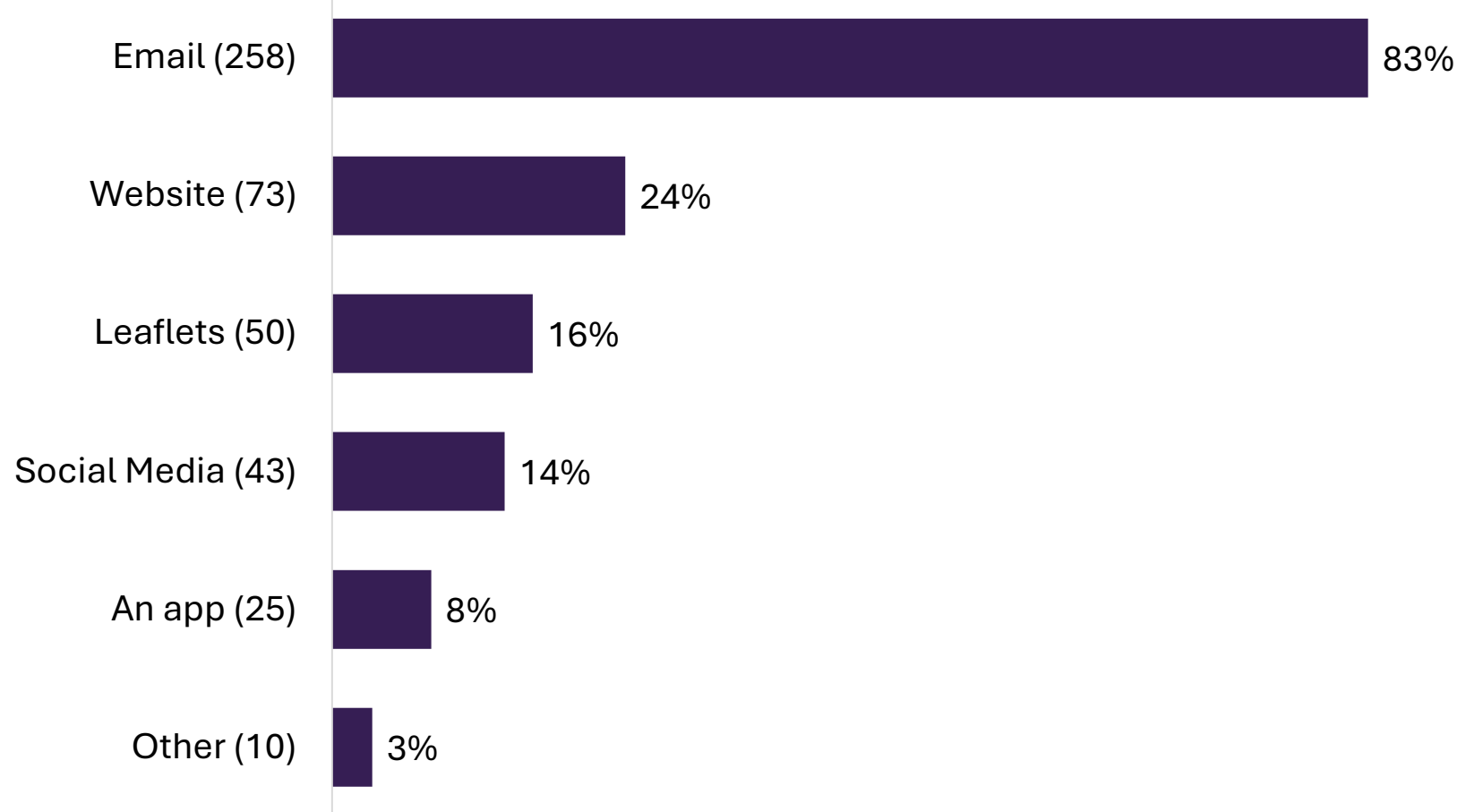
Other sources include:

- Residents Associations
- Email
- BCP Council / Official Channels
- Flyers / Mail / Posters
- Word of Mouth / Personal Contacts
- Library / Public Spaces
- Self-Initiated / No Clear Source
- Political / Leadership Mentions

Base 308

What are your preferred methods of communication when hearing from BCP Council about recycling and waste services?

160



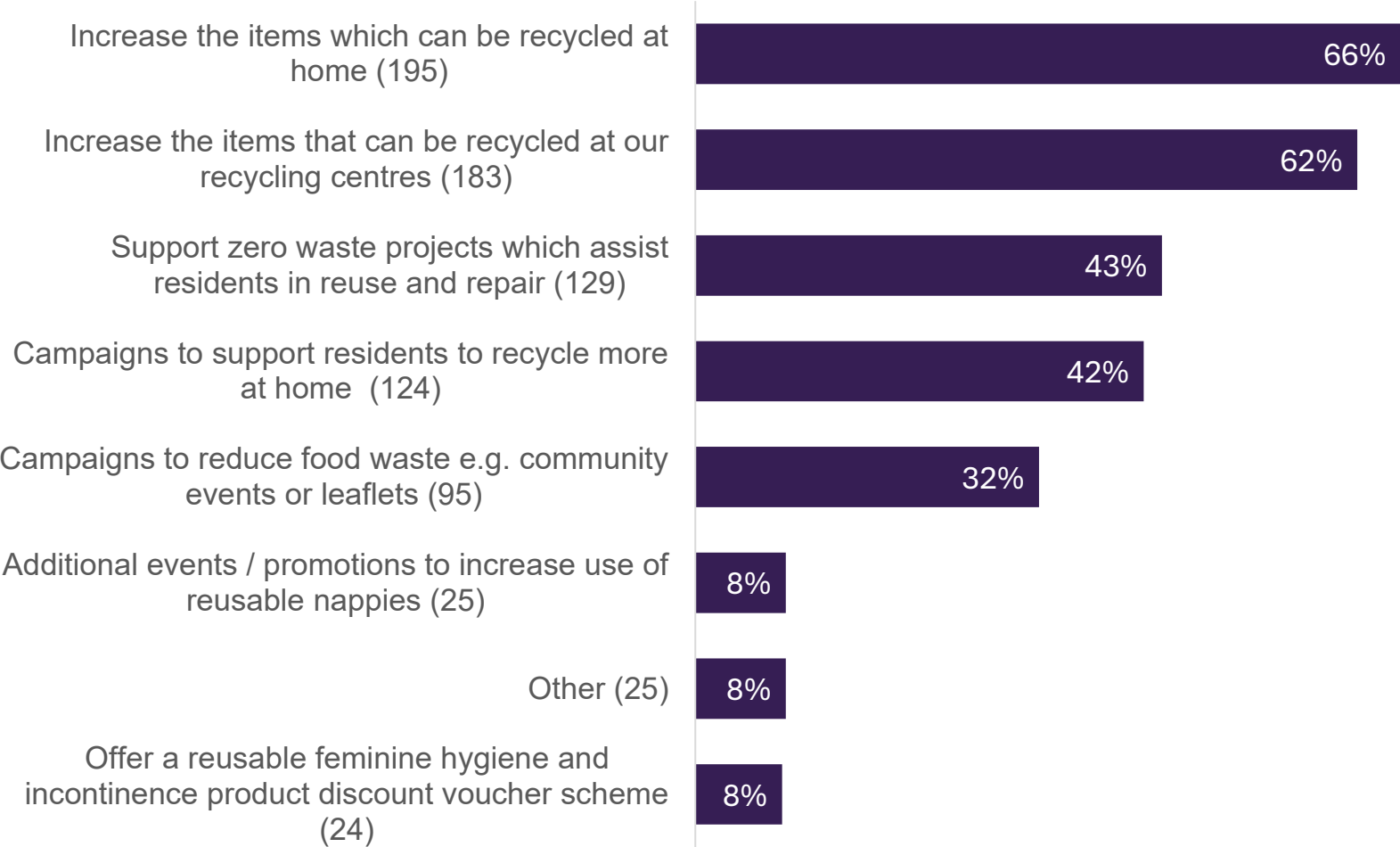
Other methods included

- Post
- Leaflets
- Posters
- Sticker on bin
- Local Councillors
- TV
- School newsletters
- Prefer no contact

There are education campaigns and smaller service improvements we could consider

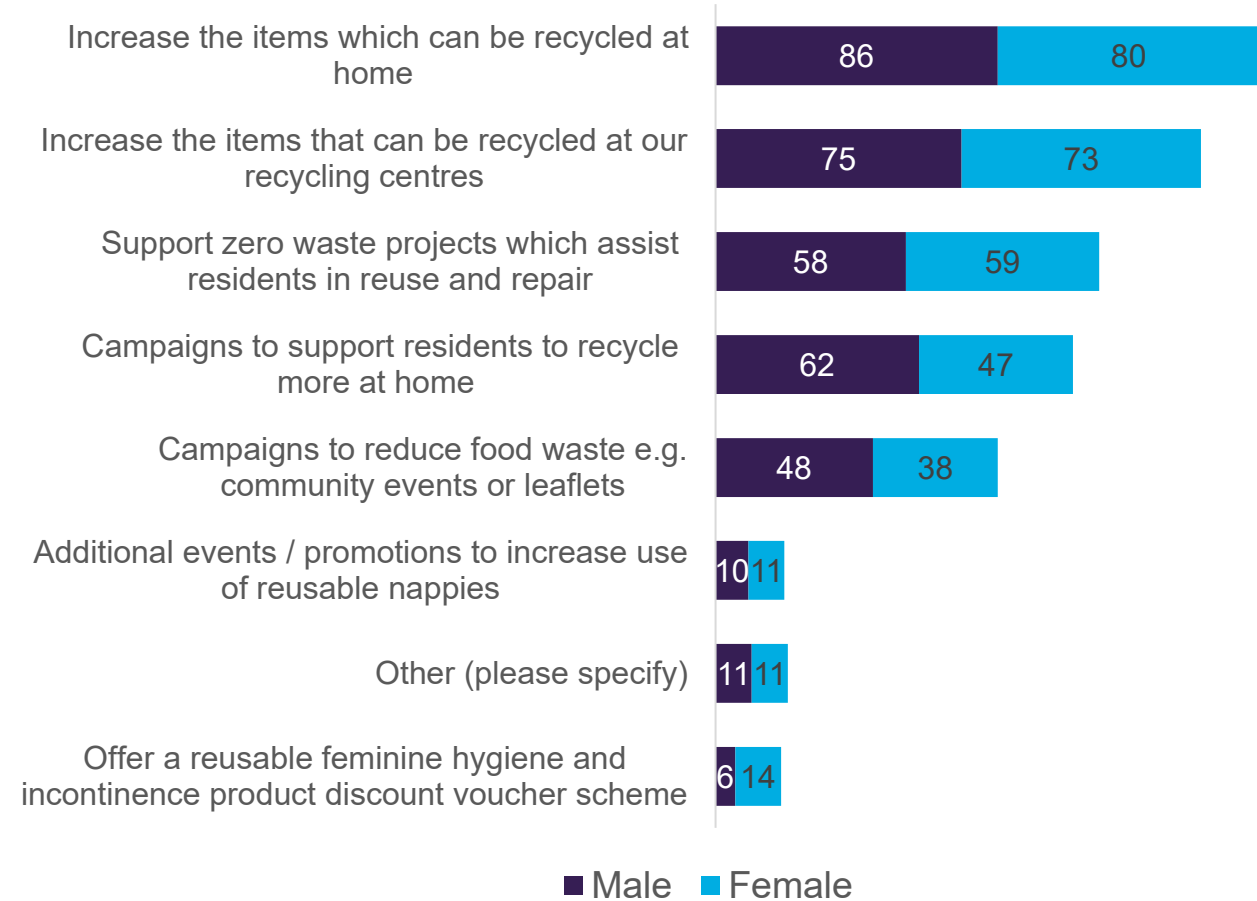
The top three selected by respondents

1. Increase the items which can be recycled at home
2. Increase the items that can be recycled at our recycling centres
3. Support zero waste projects which assist residents in reuse and repair



There are education campaigns and smaller service improvements we could consider by sex

Male and female responses were largely similar, except for a few differences: **men were more likely to select** 'campaigns to support residents to recycle more at home' and 'campaigns to reduce food waste e.g. community events or leaflets', while **women were more likely to select** 'offer a reusable feminine hygiene and incontinence product discount voucher scheme'



Education campaigns and smaller service improvements.

Other

Theme	Comment
Make Recycling Easier and Broader	Respondents want simpler, clearer, more affordable recycling systems and more items accepted at kerbside and centres.
Improve Access for All Residents	There's concern that people without cars or in certain areas are excluded from services.
Promote Reuse and Circular Economy	There is support for rehoming, composting, and community-based reuse schemes/events.
Targeted Campaigns and Education	A few respondents want smarter, more focused campaigns – especially for landlords, businesses, and young people.
Hold Businesses Accountable	Some respondents feel businesses and hospitality venues should do more to reduce and manage waste.
Encourage Behaviour Change	Ideas include incentives like deposit return schemes and disincentives for littering.
Criticism of Council and Strategy	Some comments reflect frustration with council decisions and perceived inefficiencies .

Education campaigns – Example quotes from respondents

164

“...Something that always frustrates me is (as someone getting older and thinking about giving up a car) what do you do when you are older, with not a lot of money and you have no car to get to the recycling centre? (I would be prepared to get a bus and walk in, but we're not allowed to do that.) It's almost like poorer/people without transport are penalised. ...And no, I don't have relatives or friends with cars that could do it for me”

“Reduce cost to residents and reduce hassle disposing of waste”

“Recycle batteries and electricals at kerbside e.g. old kettles, keyboards, vape pods, old hoovers, irons, children's high chairs. Bring back Rag and Bone man open top vans but rename to reflect 21st century.”

“Simple clear signs on leaflets, bin lorries what can be recycled. Increase what can be recycled from home small electrical, hard plastics etc”

“Re-instate the kerbside collection of small electrical items that operated in Bournemouth before the creation of BCP.”

“Give and take days with PAT tester and H&S advisor on site”

“Much plastic waste comes from supermarkets. So I would like to see a campaign targeting supermarkets to reduce the amount of packaging.”

“Direct campaigns effectively targeted at landlords who can commonly hinder recycling and waste collection.”

“I feel you really should target restaurants/bars/hotels/sports venues, etc. because of the vast amount of waste they produce which isn't recycled but could be”

“Campaigns and vouchers are not cost effective. A smaller service improvement I would like to see is a system like in Germany. Return your bottle to the beach cafe stall you bought it from and get 20p back.”

“None of your suggestions get to the heart of the problem...”

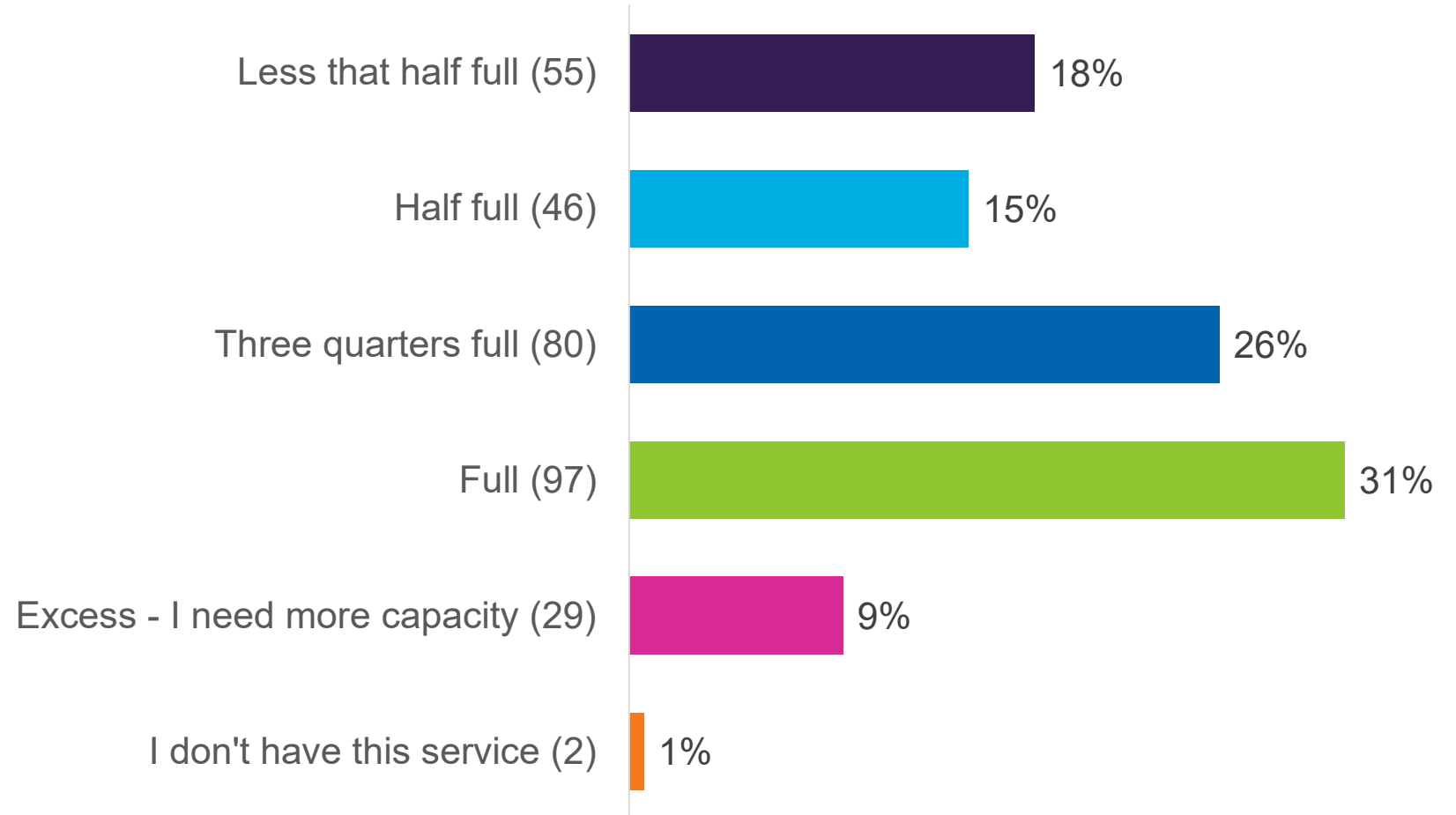
“We recycle everything we possibly can already - stop squeezing people to do more so that you can all do less!”

On average how full are your bins on collection day?

Rubbish

31% of those who responded said that their rubbish bin was full on the day of collection

165



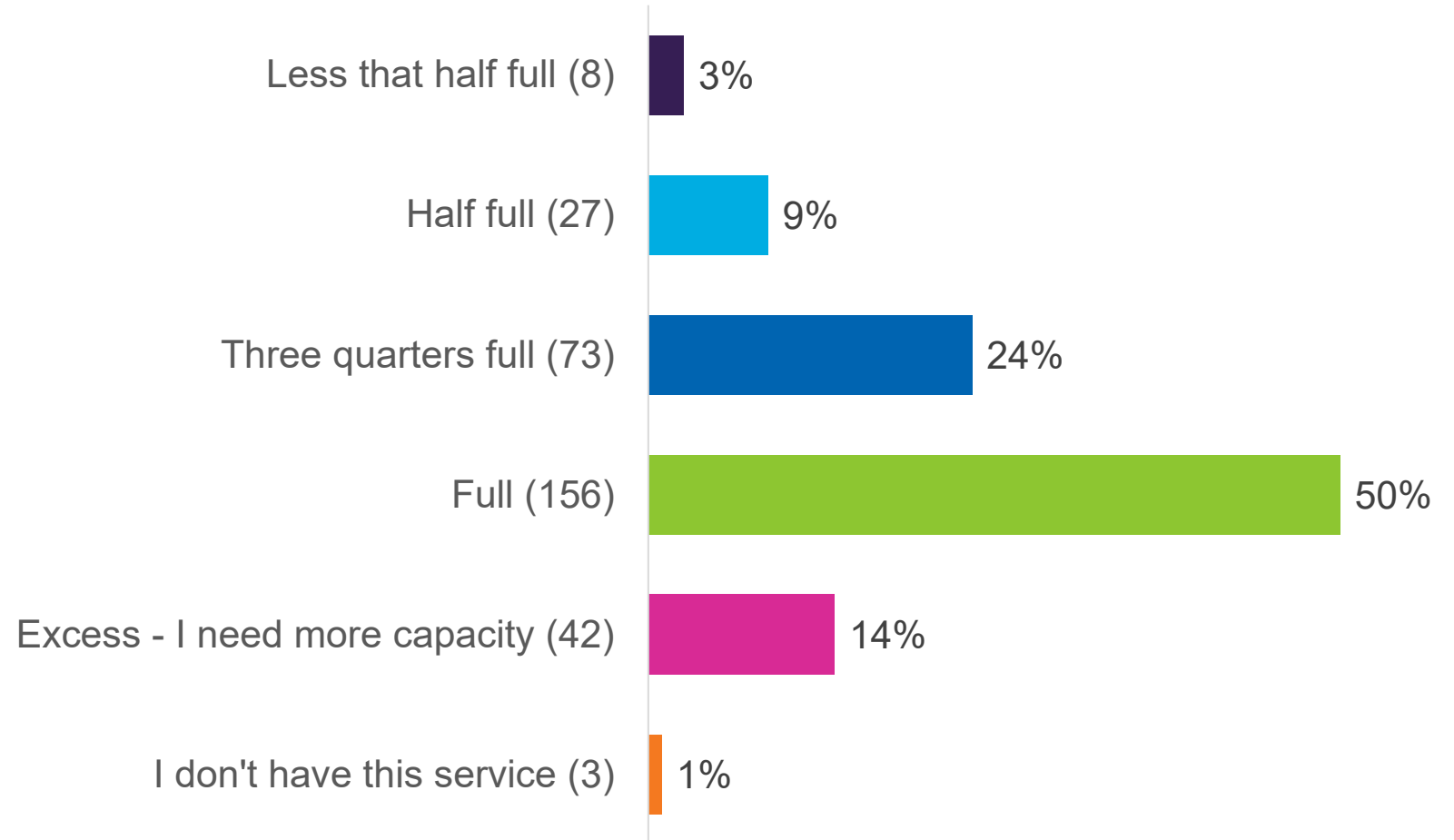
Base 309

On average how full are your bins on collection day?

Recycling

50% of those who responded said that their recycling bin was full on the day of collection

166

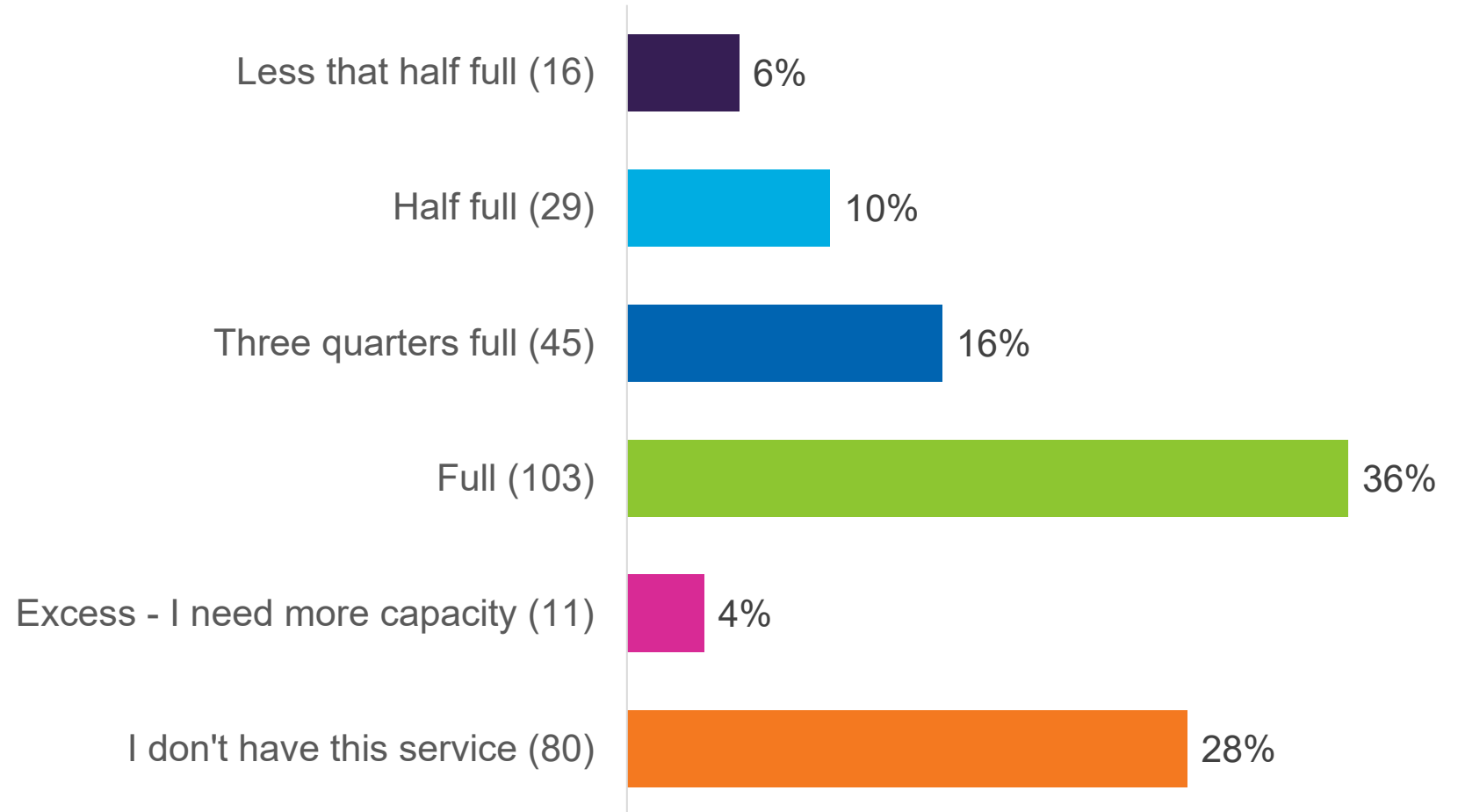


On average how full are your bins on collection day?

Garden Waste

36% of those who responded said that their garden waste bin was full on the day of collection

167



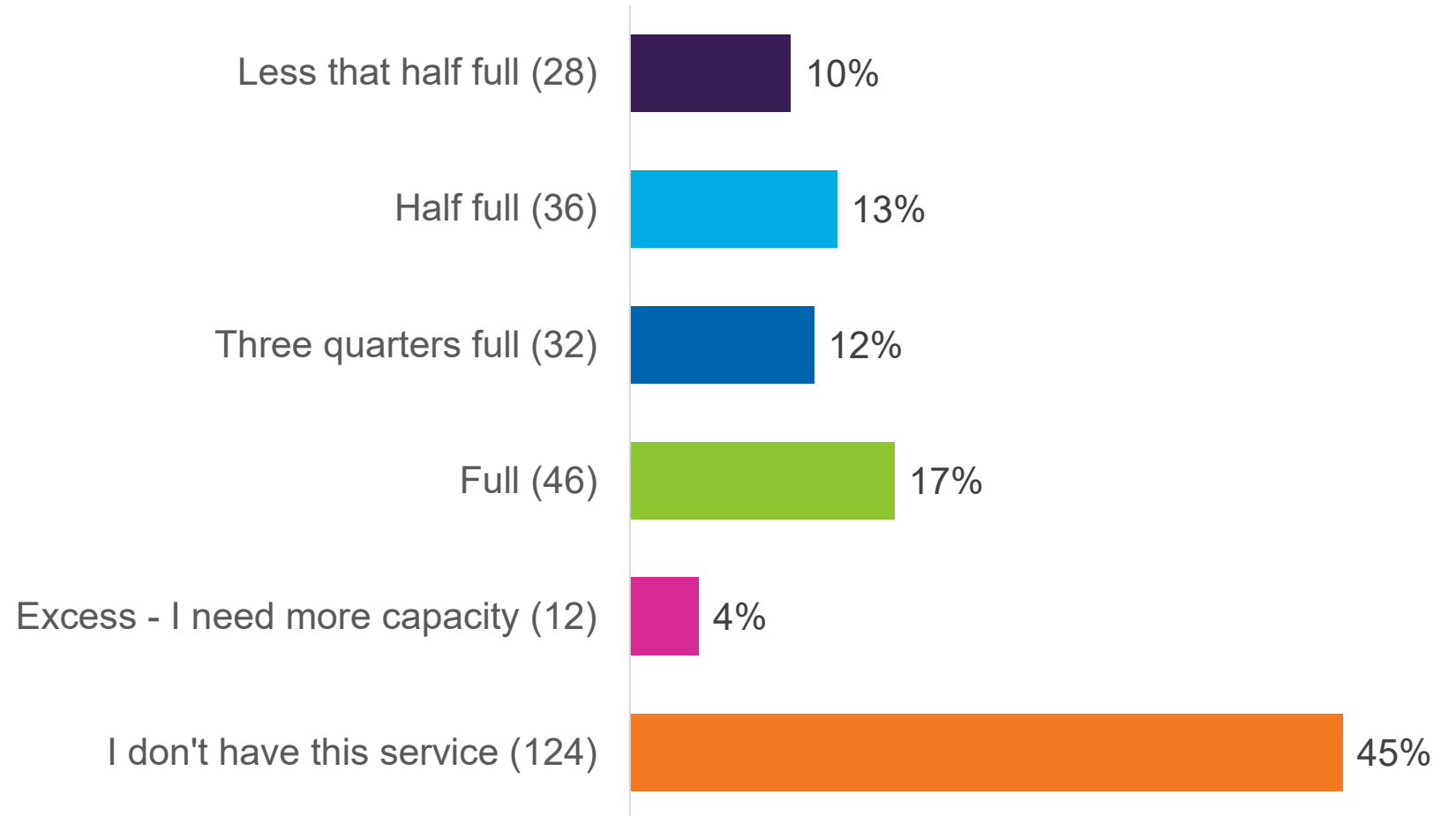
Base 284

On average how full are your bins on collection day?

Food Waste

17% of those who responded said that their food waste bin was full on the day of collection

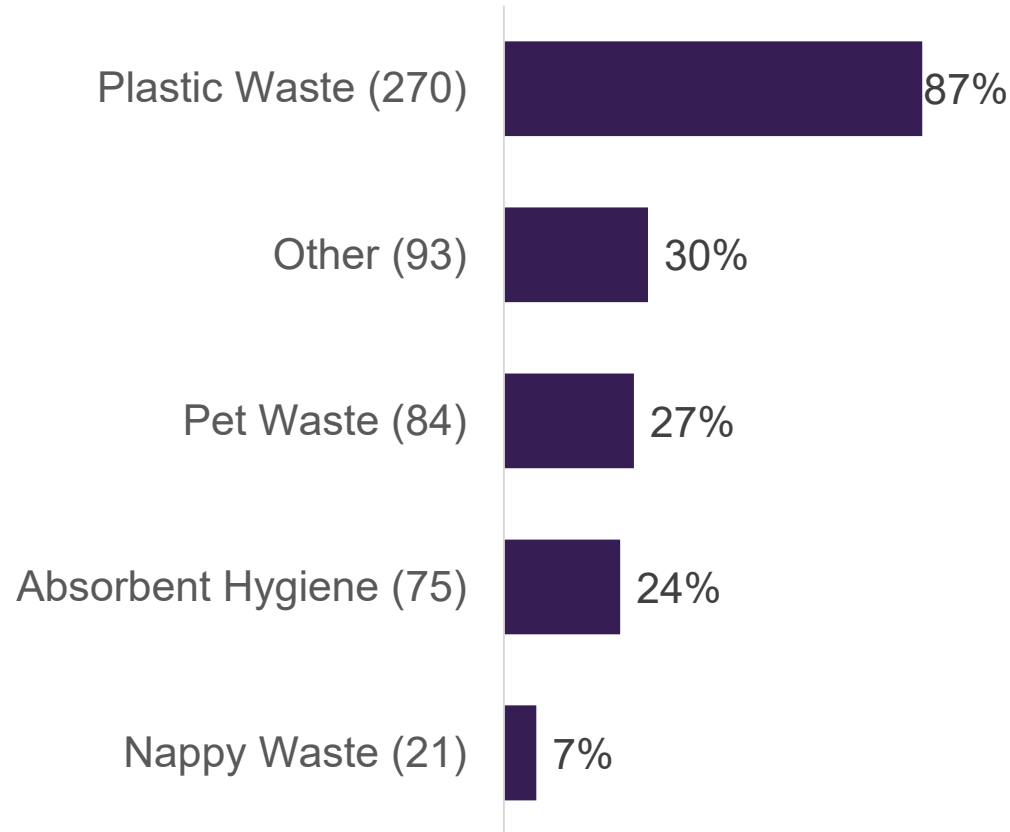
168



Base 278

What non-recyclable items are in your rubbish bin?

169



Plastic waste was the most selected option from the choices provided

Food waste was the most common answer given in the “other” category

What non-recyclable items are in your rubbish bin? Other

Food & Organic Waste

Food waste (general, cooked, uncooked, pet)
Meat (not compostable)
Egg shells
Orange peel
Coffee grounds
Tea bags
Food contaminated cardboard & waste
Spoiled food packaging
Food that could be collected in a food waste service

Metal, Glass & Other Materials

Rusty metal / Bits of metal
Metal food wrappers e.g. sweet wrappers
Tins
Tin foil
Small electrical items

Paper & Cardboard

Cardboard (too dirty/greasy to recycle)
Soiled / wet paper/cardboard
Paper tissues
Used paper towels / kitchen roll
Shredded paper
Biscuit wrappers
Wrappers from grocery/consumables

Cleaning & Hygiene Items

Antibacterial wipes
Bio-degradable wipes
Disposable dish cloths / sponges
Hoover dust
Floor sweeping debris
Toothpaste tubes
Dental floss
Nitrile gloves

Plastic & Packaging

Plastic wrapping/ film
Soft plastic
Polystyrene
Styrene
Bubble wrap
Plastic bags and packaging
Non-recyclable plastic bottles
Dirty plastic food containers
Multi-material packaging (e.g. foil/plastic with food)
Non-recyclable packaging
Block butter wrappers

Textiles & Clothing

Worn out clothes
Worn out shoes
Old clothes not suitable for charity
Worn out non-repairable household textile items

Hard-to-Recycle Household Items

Broken items (hard plastic)
Broken crockery / Pyrex dishes
Old Tupperware
Empty and partially filled paint tins
Items made of more than one material
Little things not worth taking to the dump
Black bag landfill stuff
Duvets
Pillows

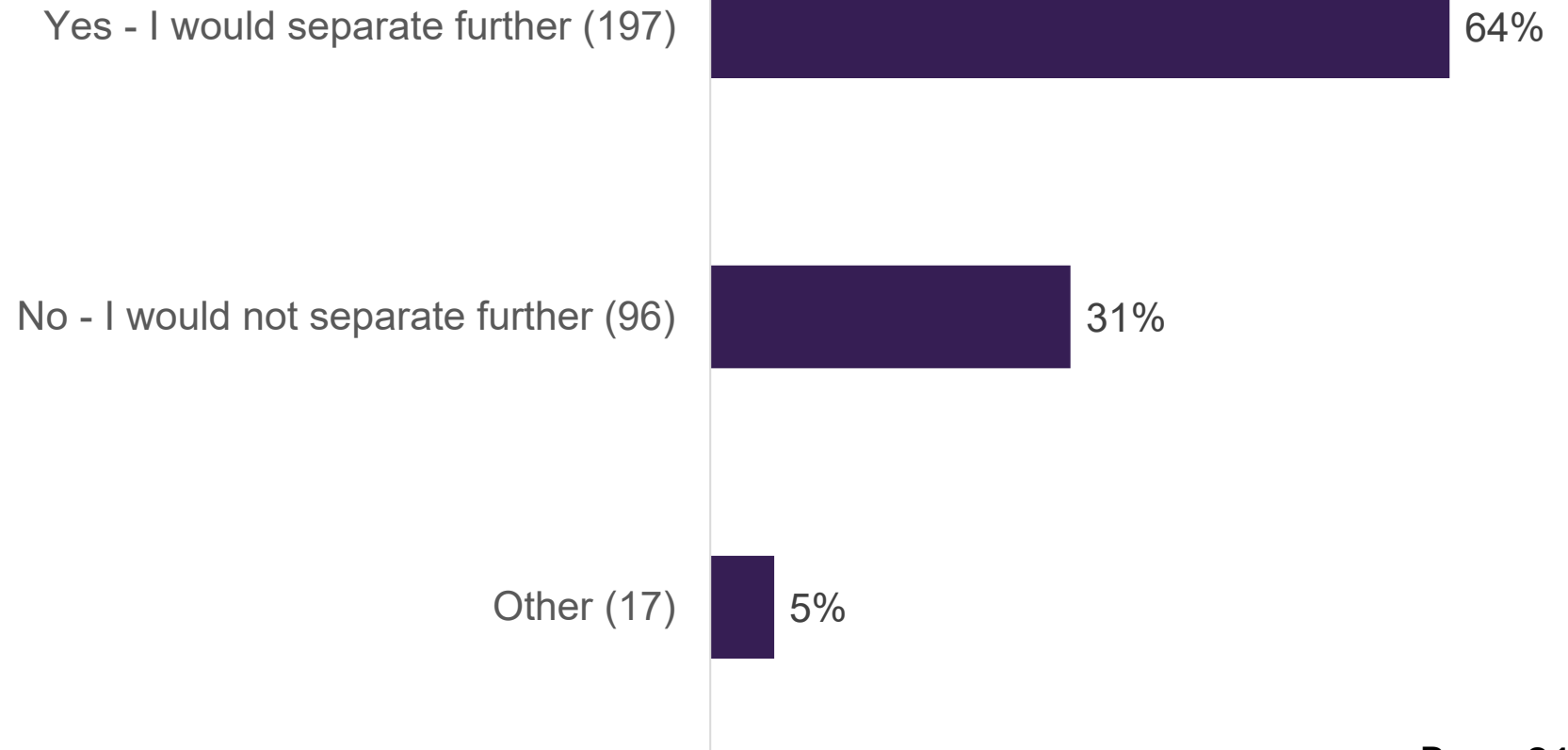
Garden & Outdoor Waste

Garden waste
Garden pots and trays (broken)
Ash from the fire
Door mats
Scooters

The government's preferred method of recycling is that we separate card and paper from other recycling. Would you separate your recycling further at home?

64% of those who responded said that they would separate their recycling further.

171



Base 310

The government's preferred method of recycling is that we separate card and paper from other recycling. Would you separate your recycling further at home? Other comment themes

Theme	Comment
Comments show mixed views on separating further	Some respondents are happy to separate more waste if they get the right bins and support, but others don't want to do it at all .
Sorting at recycling centres	Some think it's better for recycling centres to do the sorting instead of asking people to do more at home.
Shared bins make it harder	Some respondents living in flats with shared bins say it's difficult to recycle properly because not everyone follows the rules.
Space and capacity	Many say they don't have room for extra bins , especially in flats. Too many bins could block pavements and make collection days more difficult.

Further separation of recycling – Example quotes from respondents

“Yes but I would need another receptacle provided for the purpose”

“I would try but I don’t have a wheelie bin and have to buy purple bags. Separating would cause me to have more than two sacks (my allowance)”

“I already do. impossible to go further.”

“I live in a large apartment block, with multiple hoppers for both waste and recycling. Separating further would be a difficulty.”

“I’d prefer not to”

“To work this would need the co-operation and agreement of all 8 flats.”

“I would - but don't we have a selection machine that separates them? I'm in a flat with bulk bins. It's not impossible to address this but would require a fence coming down to access other bins.”

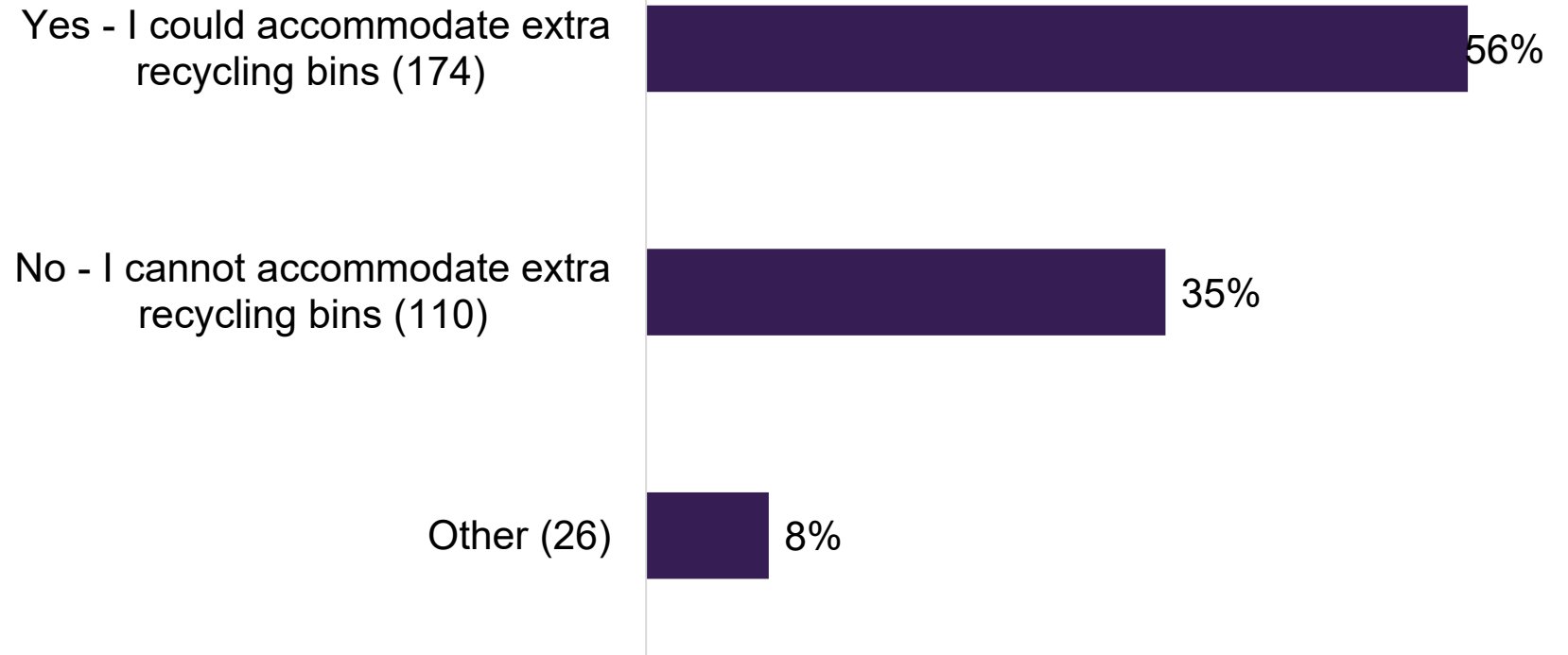
“If you want wastes separated, you'll need to provide a means of storage or collection, but then looking at emissions probably best separating at recycling centres”

“Yes, personally I would separate BUT I have noticed other councils provide open plastic boxes for different materials and these get wet and dirty and unpleasant. I would prefer wheelie bins which keep their contents clean and dry, or boxes with lids like the food waste boxes.”

Could you accommodate extra recycling bins at your home?

174

56% of those who responded said that they could accommodate extra recycling bins.



Could you accommodate extra recycling bins at your home? Other comments

175

Theme	Comment
Comments show mixed support over willingness to separate	Some respondents are open to separating waste further, but only if the right containers and support are provided . Others do not want to.
Concerns About Bin Proliferation	There's concern that more separation means more bins . Whilst there is a preference for this to be outside there are concerns about cluttering streets and pavements.
Barriers in Flats and Shared Housing	People living in flats or shared buildings face practical challenges with space, access, and cooperation.
Concerns about bin size and space to accommodate them	Some respondents lack indoor or communal space for more bins , and larger bins could be impractical or create safety and access issues.

Accommodate more bins– Example quotes from respondents

“Probably could, but it's bad enough getting my family to do two bins”.

“I could outside but not inside”

“Yes - but would be better if the bins were scaled accordingly (i.e. smaller where separating paper and card)”

“If it was a small container.”

“I would prefer not to”

“Great more bins and less collections to accommodate them.”

“...Eventually the bins themselves will become as much of an eyesore as the litter itself.”

“I am in a block of flats, so mass collection is very difficult beyond general and recycled waste without being a H&S issue for our caretaker who collects all our rubbish”

“We may need help to build additional communal facilities (block of flats)”

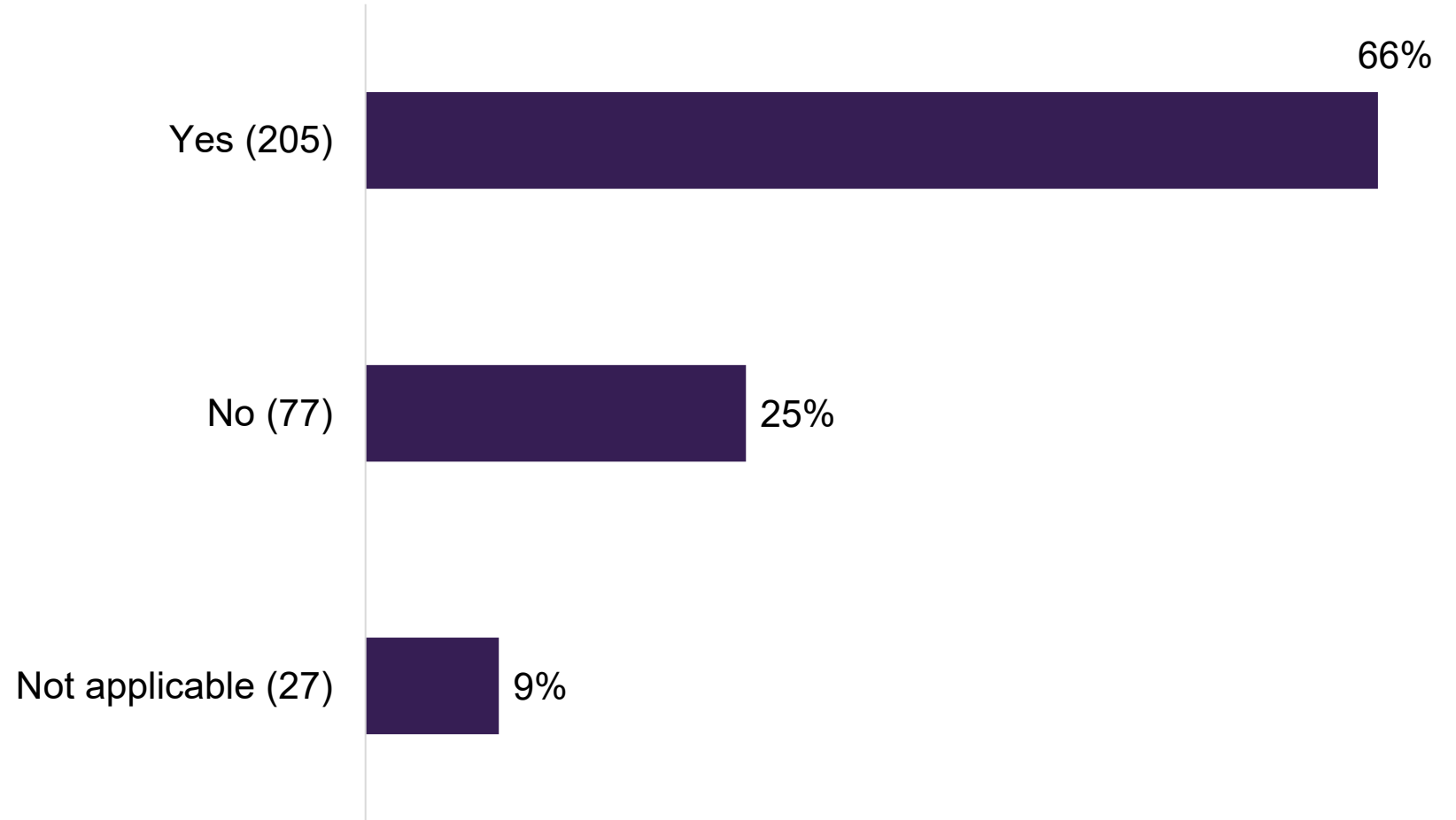
“Our current communal bin store could accommodate 1 more 240 litre bin. The bin store has brick sides, expanding it would take time and incur expense. We do not currently have a food waste collection service here in Poole. Don't know how big a bin that would require.”

“Communal bins..... with more accessible lids, too heavy to lift at the moment.”

Do you / would you use a food waste collection service?

177

66% of those who responded said that they do or would use a food waste collection service.

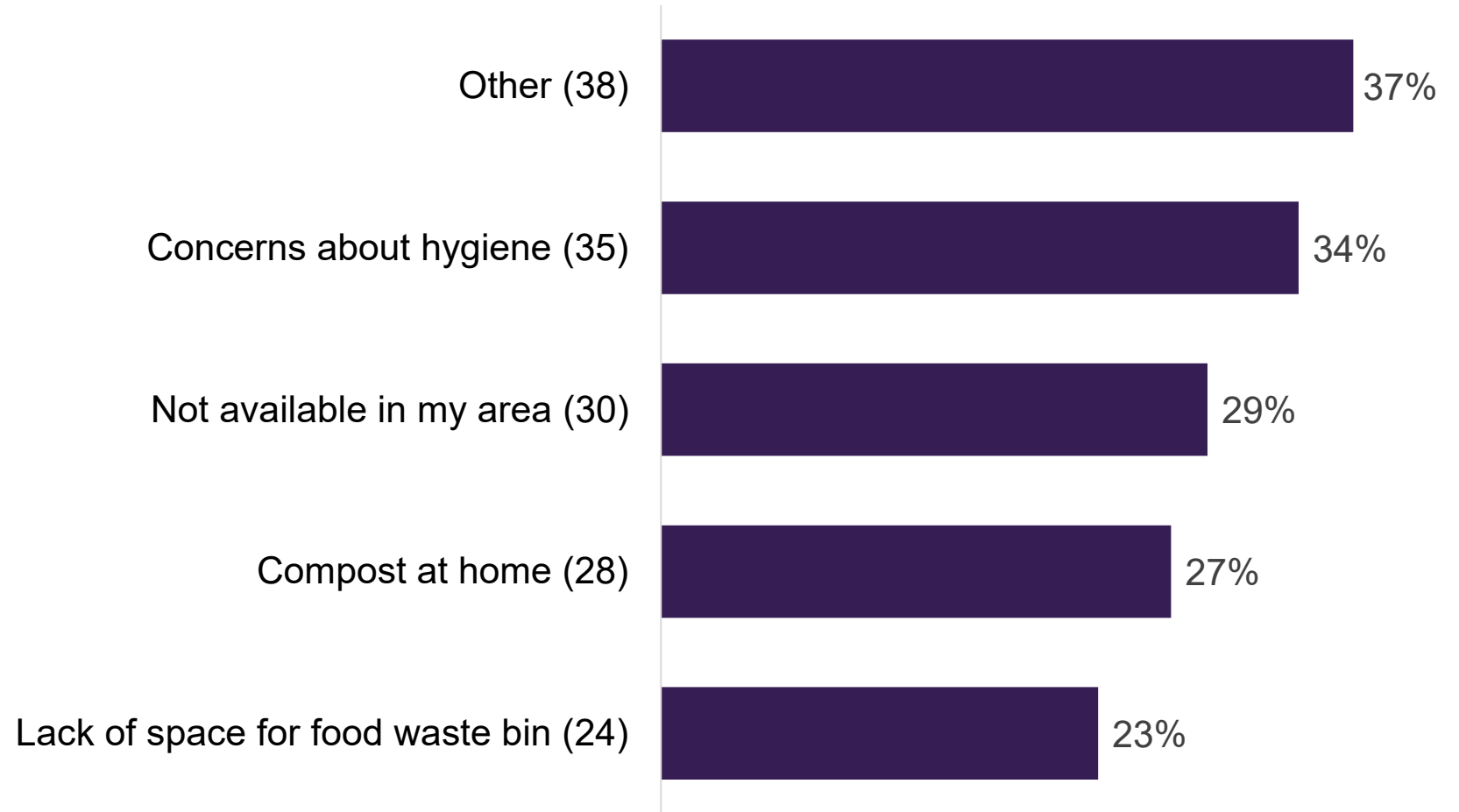


Base 309

If you do not or would not use the food waste service, please can you help us understand the reason for this?

178

37% of those who responded cited “other” reasons for not using the food waste service (detailed on the next slide).



Base 104

If you do not or would not use the food waste service, please can you help us understand the reason for this?

Other comments

Theme	Comment
Minimal or No Food Waste	A number of those who commented say they produce very little food waste or compost it themselves.
Concerns About Hygiene and Pests	There are strong concerns about smells, flies, maggots, and animals (foxes/rats) accessing bins.
Issues in Flats and Communal Living	Residents in flats cite lack of space , shared bins, and hygiene risks as major barriers.
Service Not Available or Unknown	Some respondents say food waste collection isn't offered in their area or they weren't aware of it.
Preference for Alternatives	Some prefer other methods like composting , wormeries, or sink disposal systems.

Food waste – Example quotes from respondents

“Have wormery for peelings and very rarely have other food waste”

“I live on my own. I have very little food waste. What I do have I put on my compost heap.”

“Domestic food waste is very, very minimal & does NOT justify a separate service”

“Access by vermin, foxes even, to closed containers left on the street”

“Had problems with foxes”

“Isn't this a costed service? I have very little food waste, occasional potato peelings. Certainly not enough to fill a bucket up each week, and monthly it would go mouldy or attract flies.”

“I live in a flat with communal bins. Bin stores already full. Bins would probably be disgusting very quickly.”

“I live in a large block of flats where waste is stored in a communal bin cupboard. Unless the food could be contained in non-decomposing bags, the smell would be unacceptable and would likely worsen our problem with rats.”

Insinkerator at home for food waste

We eat our food, it's just potato peel, onion skins etc which we compost.

I deliver my food waste to the natural environment at intervals.

As far as I know it is not available to private residences in my area

Are there any other materials you would like to be able to recycle at home?

181

87% of those who responded would like to be able to recycle plastic bags and wrappers at home.

Plastic Bags and Wrappers (239)

87%

Small Electricals (192)

70%

Textiles (149)

54%

Other (30)

11%

Base 276

Are there any other materials you would like to be able to recycle at home? Other comments

Food & Organic Waste

- Food waste
- Garden and food waste together

Batteries & Electricals

- Batteries (multiple mentions)
- Vapes / vape pod products (contain lithium batteries)
- Small electricals (e.g. microwaves)
- Inkjet cartridges
- Light bulbs
- Spray and pump bottles (if electrical or pressurized)

Plastics

- Hard plastics
- Plastic packaging including polystyrene
- Garden plastic pots, trays, compost bags
- Spray and pump bottles
- Toothbrushes
- Pens
- Pringles cans (mixed materials, often with plastic lining)
- Water filter cartridges

Household Chemicals & Hazardous Waste

- Oils
- Paint
- Chemicals (e.g. weedkillers, fertilisers, mortar plasticiser)

Bulky Waste & DIY Materials

- Rubble, soil, sand
- Wood
- Larger metal items
- Beds and furniture

Textiles & Reusables

- Shoes
- Textiles (via charity donations)

Metals & Mixed Materials

- Metals (general)
- Deodorants, aerosols
- Pringles cans (again, mixed materials)

Paper, Card & Packaging

- Cardboard
- Aluminium foil containers

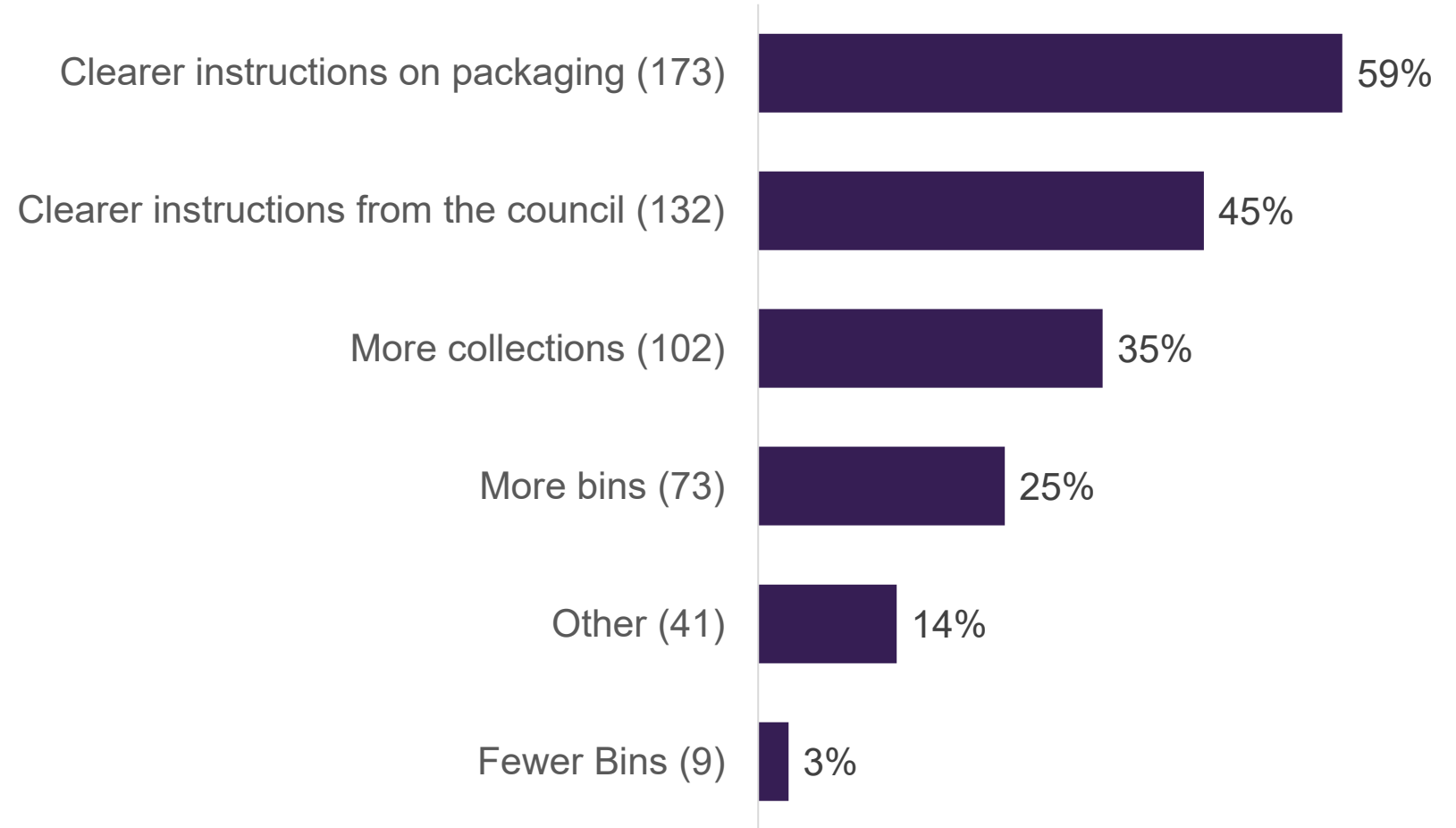
Other comment

- “What do you mean by recycle at home?”

What would make it easier for you to recycle more?

183

59% of those who responded would like clearer instructions on packaging.



Base 292

What would make it easier for you to recycle more? Other comments

Theme	Comment
Already Doing Enough	Several respondents feel they're already recycling as much as possible .
Broaden What Can Be Recycled	Many want to recycle more types of materials - especially plastics, textiles, and small electricals from home or kerbside. Suggestions include doorstep collection (e.g. Rag and Bone) for bulky or unusual items.
Improve Convenience and Access	Suggestions include more frequent collections , more local drop-off points, and fewer restrictions such as cost.
Clearer Guidance and Labelling	People want better/clearer instructions on what can be recycled from business and how to recycle from Council.
Better Public Facilities	There's a call for more public recycling bins .
Smarter Packaging and Retailer Responsibility	Respondents want laws and incentives for businesses to use recyclable or biodegradable packaging.
Education and Awareness	Some feel better public education and targeted campaigns would help.

Easier to recycle – Example quotes from respondents

185

“Nothing. I am already recycling as much as possible”

“nothing. I find it easy enough”

“Combine food and garden waste”

“To be able to put greater range of materials for recycling in the blue bin”

“More items collected at home; textiles that cannot be accepted by charity shops”

“Don't make it so restrictive”

“More items recycled at the kerb side”

“Definitely NOT more bins; wider range of items accommodated for recycling”

“More collection points as there were in the past”

“More recycling collected more locally so don't have to drive around the conurbation with different things e.g. to recycling centres/ supermarkets/ charity shops/ scrap metal all in different places”

“Ideally more public bins but I understand that they get abused so it's not an easy thing to provide”

“Public recycling containers (not just clothes) e.g. cardboard”

“Clear instructions on what can be included - ideally stickers which we can put on the bin”

“Businesses and chemists provide their bit to use recyclable items, chemists still use non-recyclable plastic bags for their medical prescriptions to their customers, and these will go to the landfill”

“Clearer recycling symbols on products and more effort on behalf of retailers to only sell items in recyclable packaging”

“All residents informed about proper recycling”

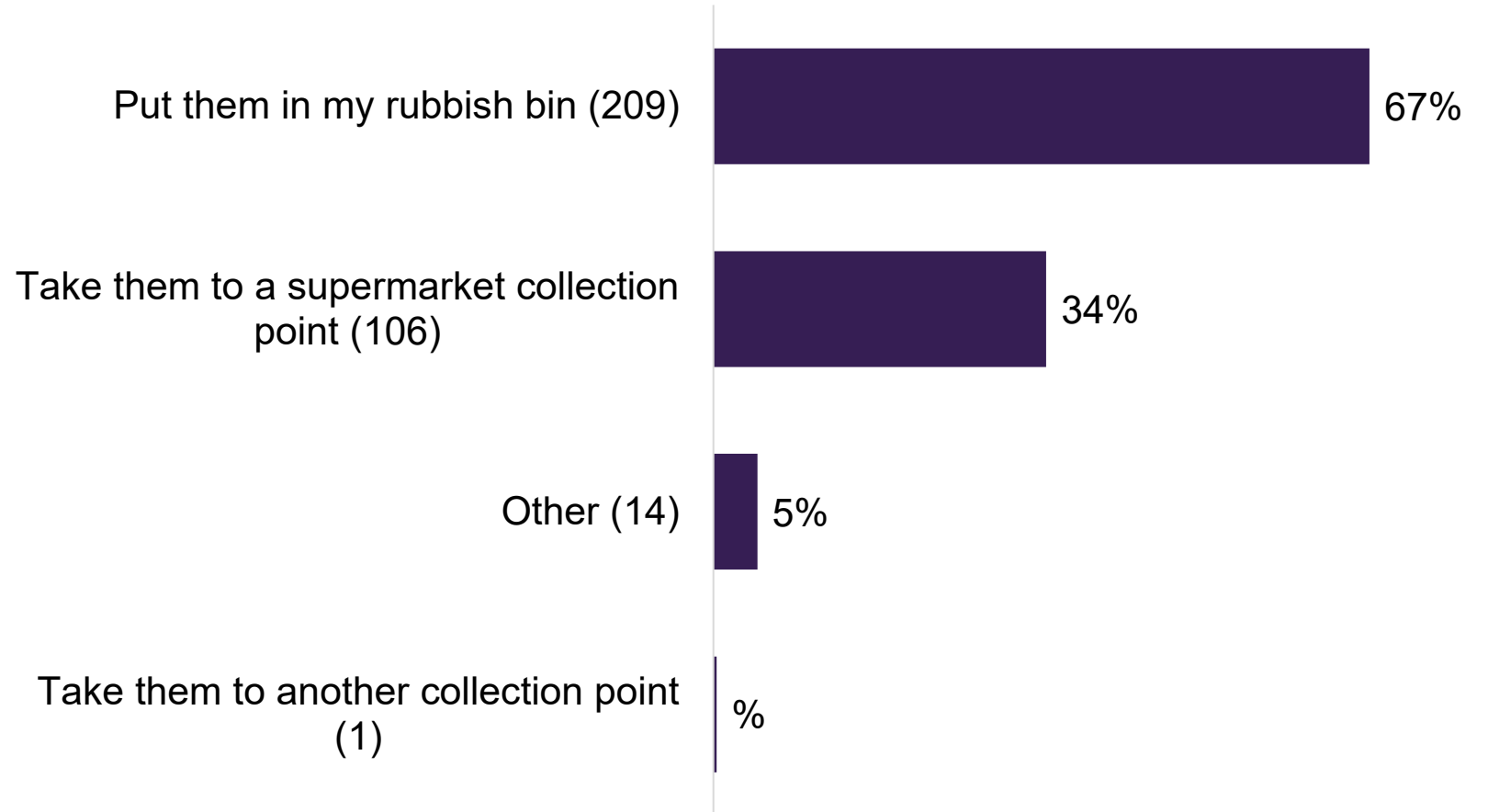
“Council depots take more items for free. Charging just leads to use of bins and fly tipping.

Obviously better fly tipping checks and huge fines for abuse. But target abusers not the ordinary person”

What do you currently do with plastic bags and wrappers that cannot be recycled in your recycling bin? e.g. bread bags

186

67% of those who responded put plastic bags and wrappers in their recycling bin



What do you currently do with plastic bags and wrappers that cannot be recycled in your recycling bin? e.g. bread bags – Other comments

Theme	Comment
Reuse Before Disposal	Many respondents reuse plastic bags and wrappers for household tasks before discarding them.
Attempt to Recycle	Some place plastic wrappers in recycling bins , even if they are unsure about their recyclability.
Use for Contaminated Waste	Plastic wrappers are often used to contain non-recyclable or dirty waste .
Supermarket Drop-Offs	A few respondents take plastic wrappers to specific supermarket recycling points .

Recycling plastic bags – Example quotes from respondents

188

“Use them”

“Some items I re-use around the garden. e.g. bottles for creating water feeder systems or various plastic items that can act like an 'incubator' for small plants. There is only *so* much stuff I can recycle until I really don't need any more, then sadly excess has to be disposed of”

“Reuse for waste”

“reuse once before going in big bin”

“I reuse them a number of times before putting them into the rubbish bin”

“Reuse the plastic bags”

“Reuse them to put rubbish in”

“Put them in the recycle bin”

“Recycle them ourselves, then if needs be, place remainder in blue bin”

“Possibly put them in recycling bin. Packaging that says "recycled in some areas" I'll take a punt and put it in recycling. If you get lots of stuff you could recycle and throw away at the recycling centre, that's YOUR problem. I've done my bit at that point”

“There is only one supermarket who takes recycling”

“Sometimes go to supermarket for recycling. Sometimes go in black bin”

“Use them for contaminated rubbish that goes in the rubbish bin”

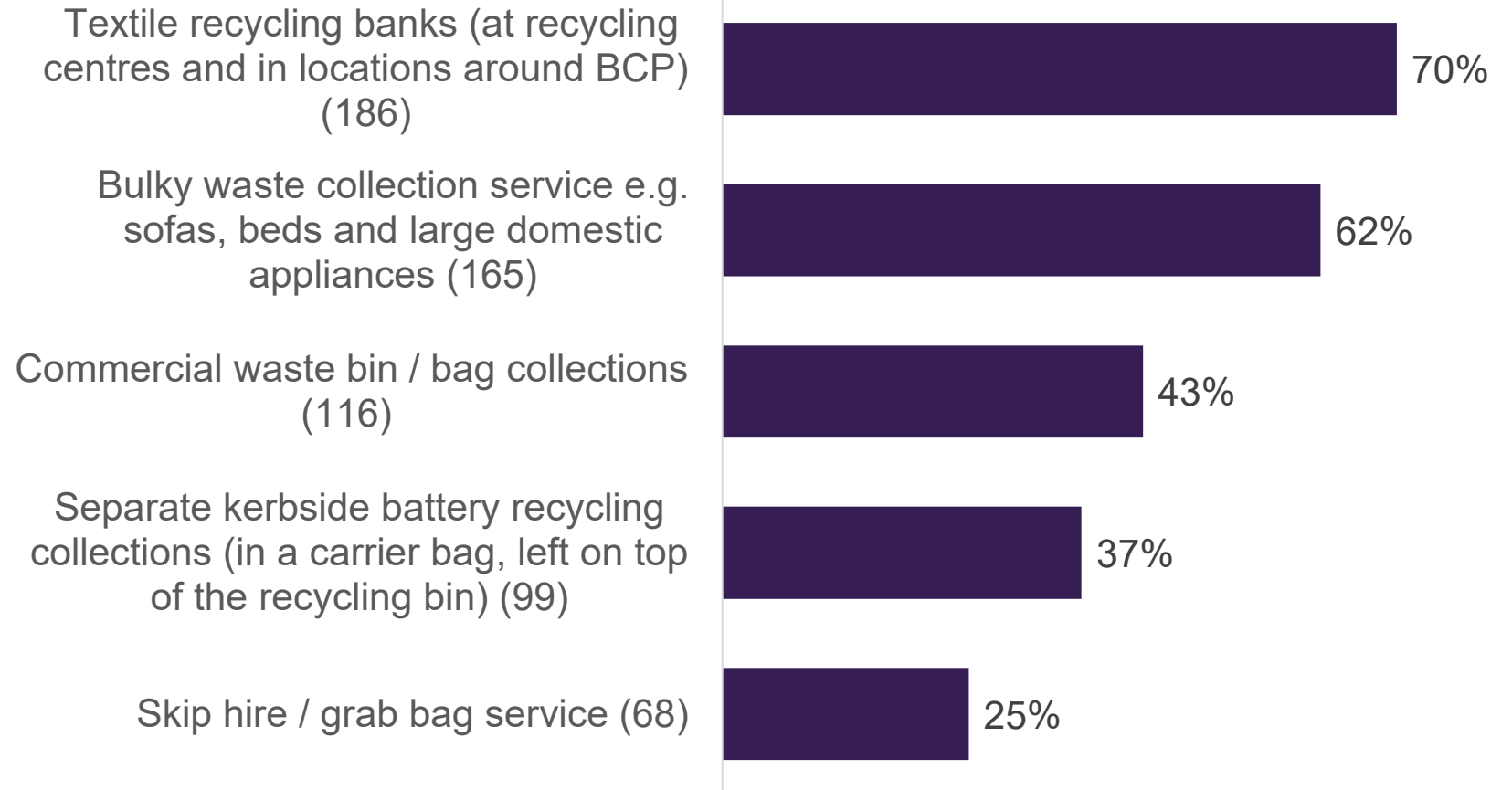
“Use my non recyclable black bin”

Which of the following Council Services are you aware of?



189

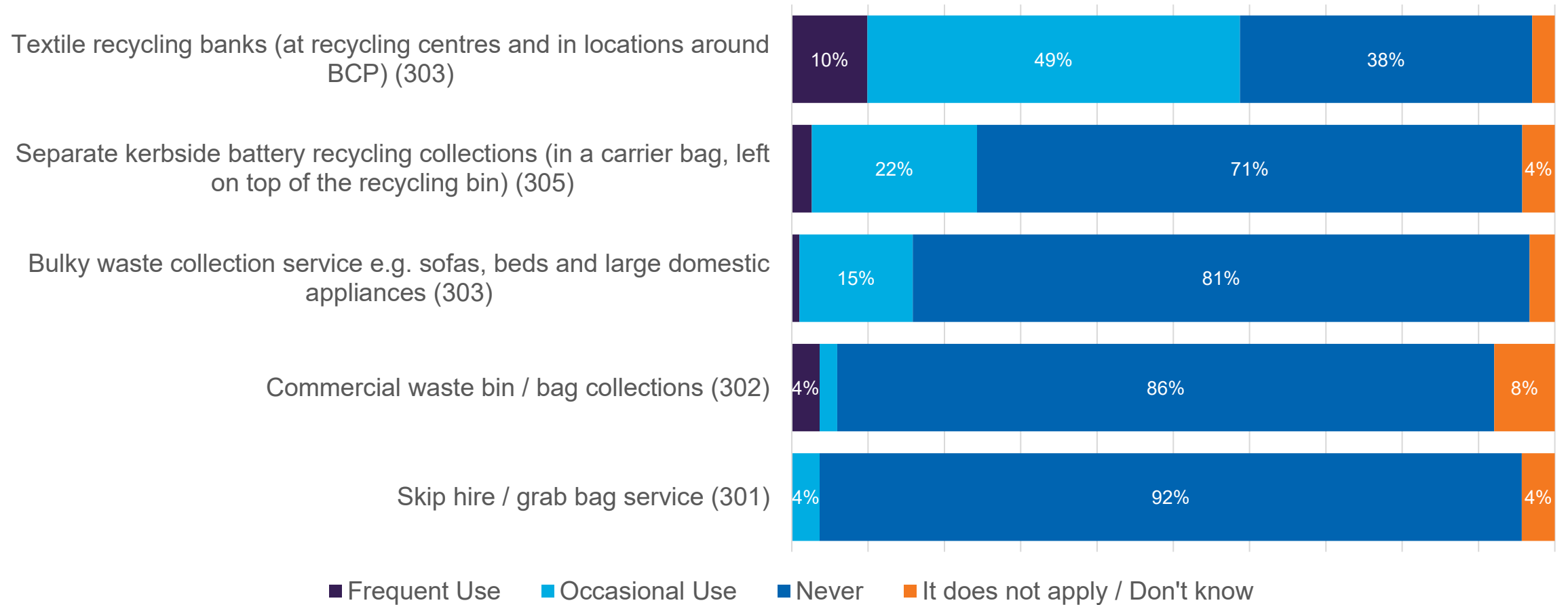
70% of those who responded were aware of textile recycling banks



Base 267

Which of the following Council services do you use or have you used?

190



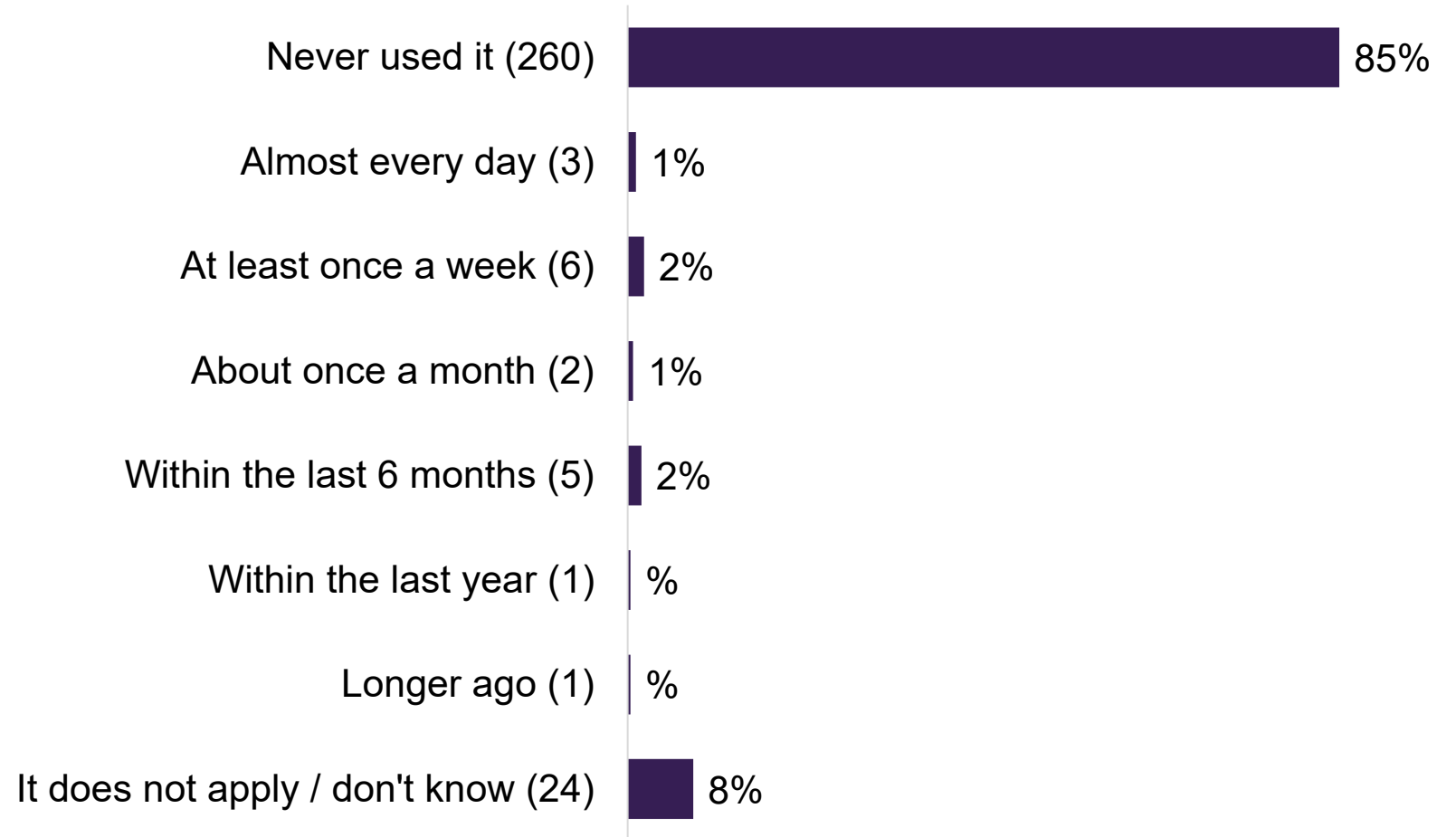
Which of the following Council services do you use or have you used?



Commercial waste bin / bag collections

191

85% of those who responded have never used the commercial waste bin / bag service



Base 302

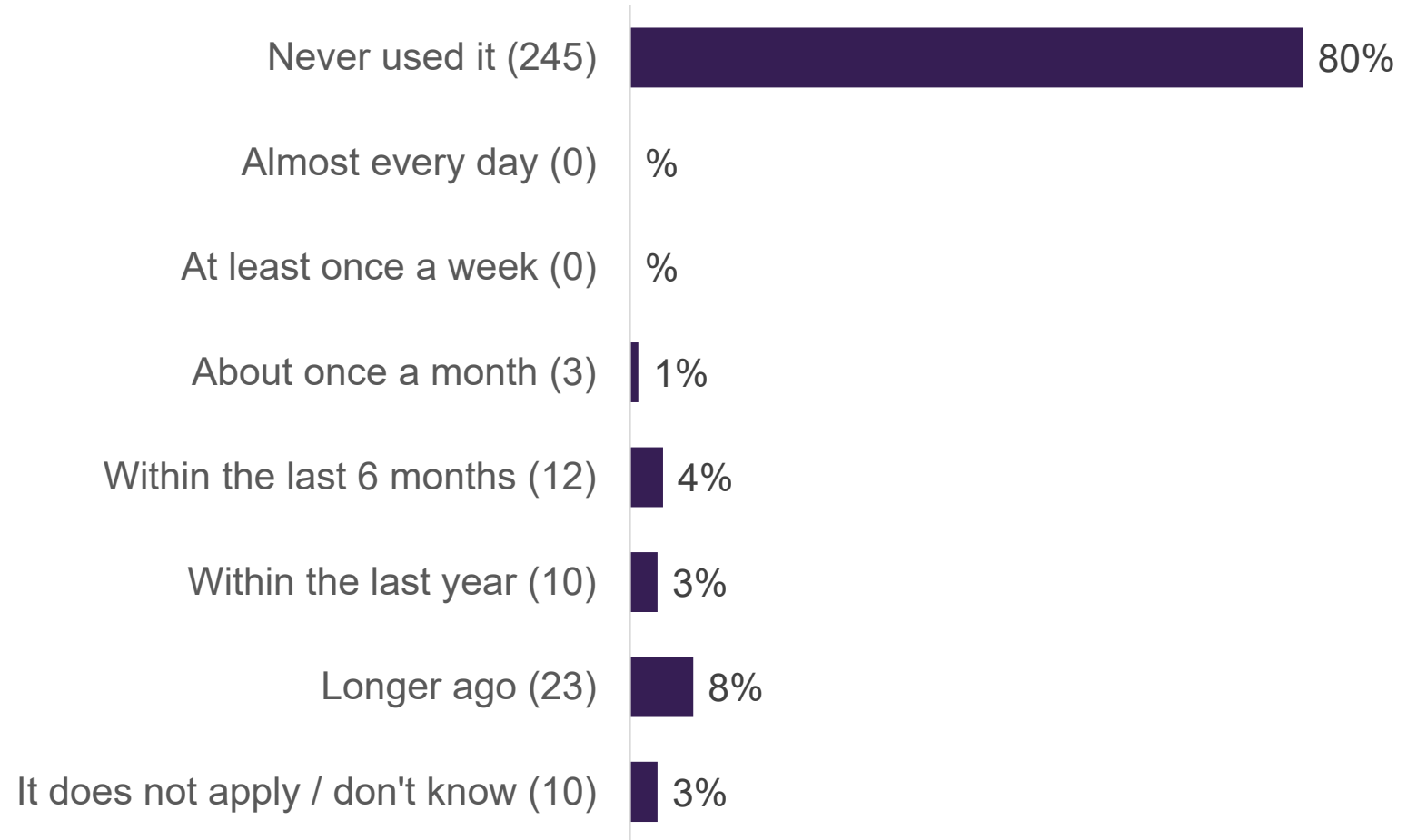
Which of the following Council services do you use or have you used?



Bulky waste collection service e.g. sofas, beds and large domestic appliances

192

80% of those who responded have never used the bulky waste collection service

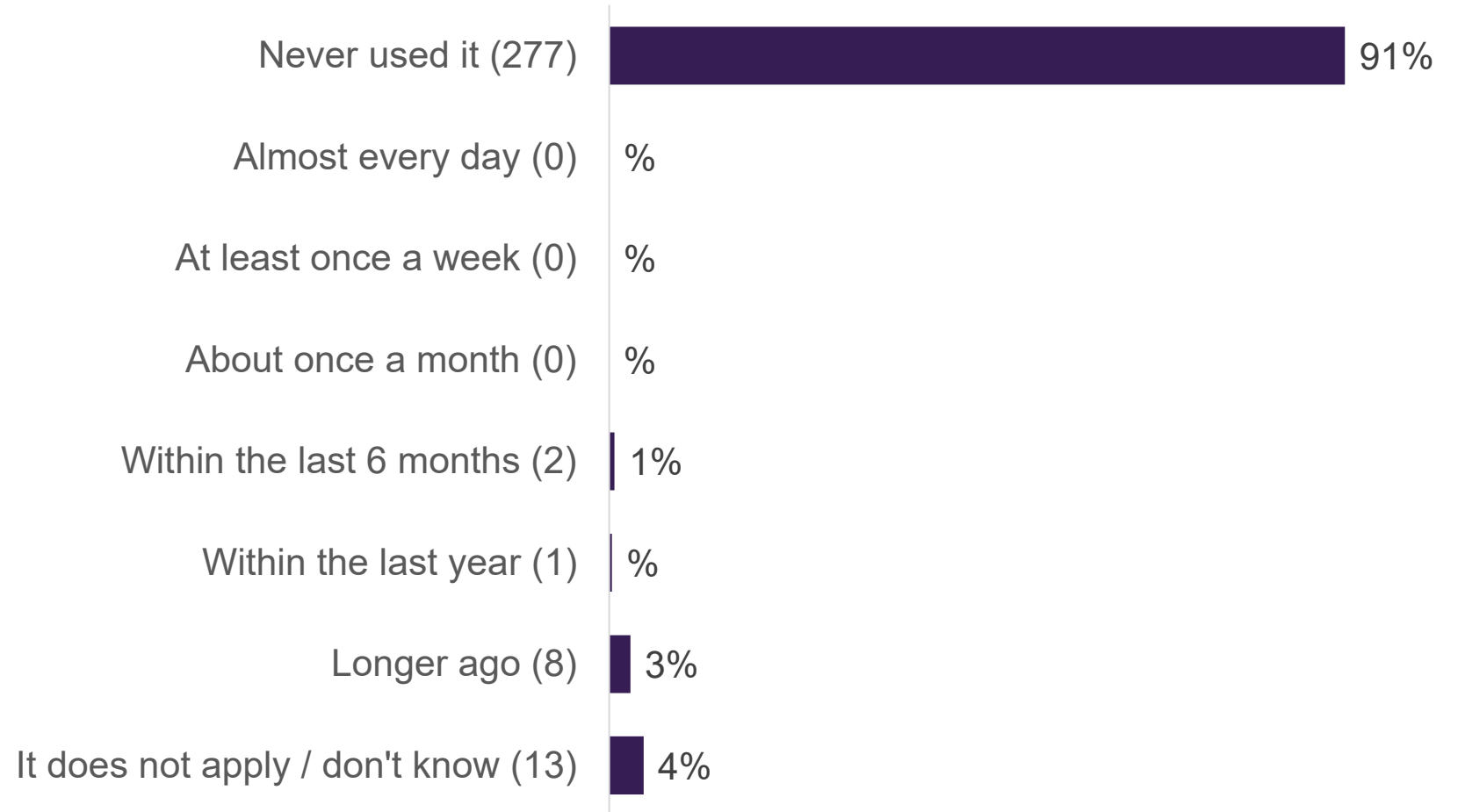


Base 303

Which of the following Council services do you use or have you used?



Skip hire / grab bag service

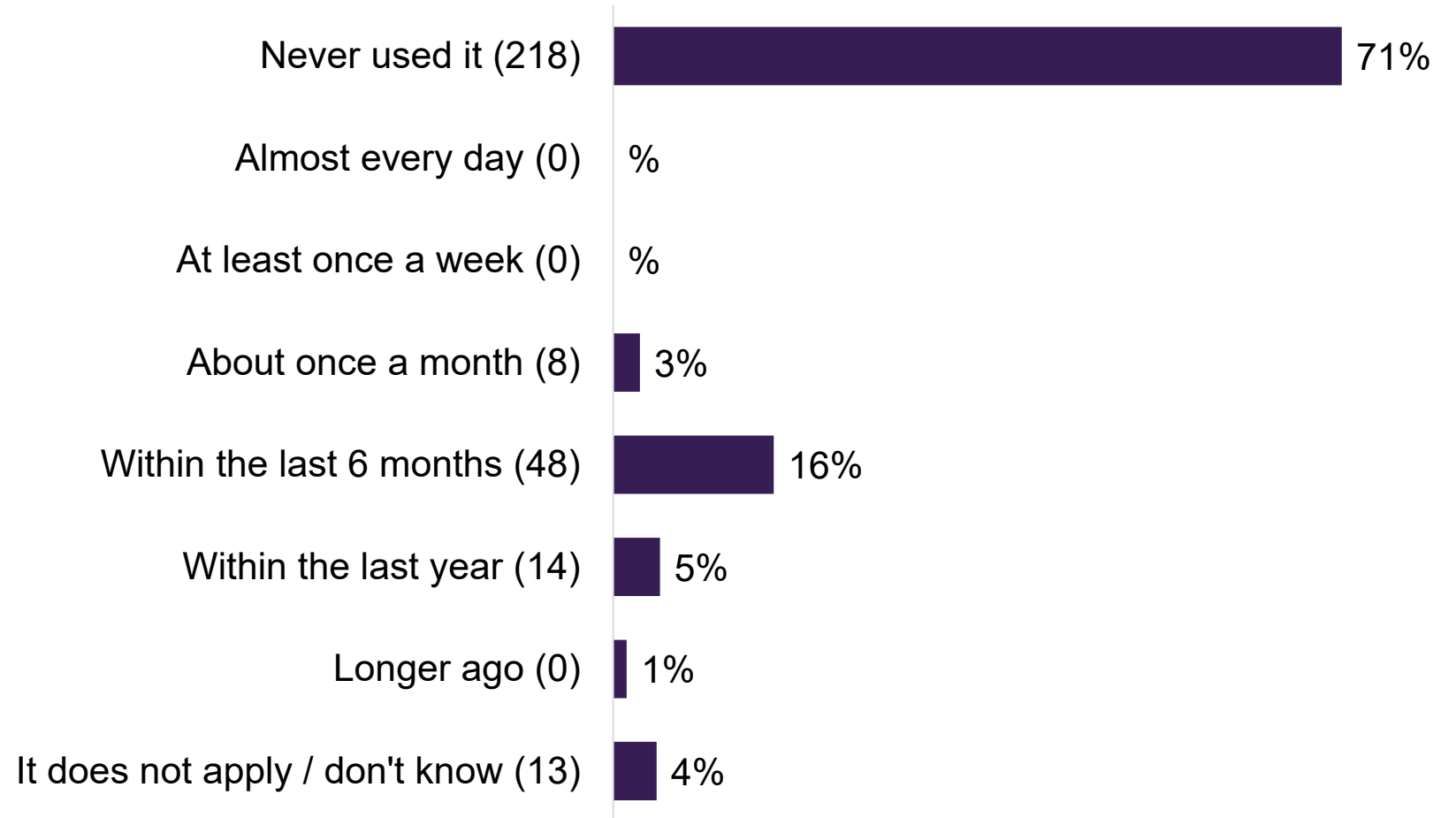


91% of those who responded have never used the commercial waste bin / bag service

Which of the following Council services do you use or have you used?

Separate kerbside battery recycling collections (in a carrier bag, left on top of the recycling bin)

71% of those who responded have never used the battery recycling collection service

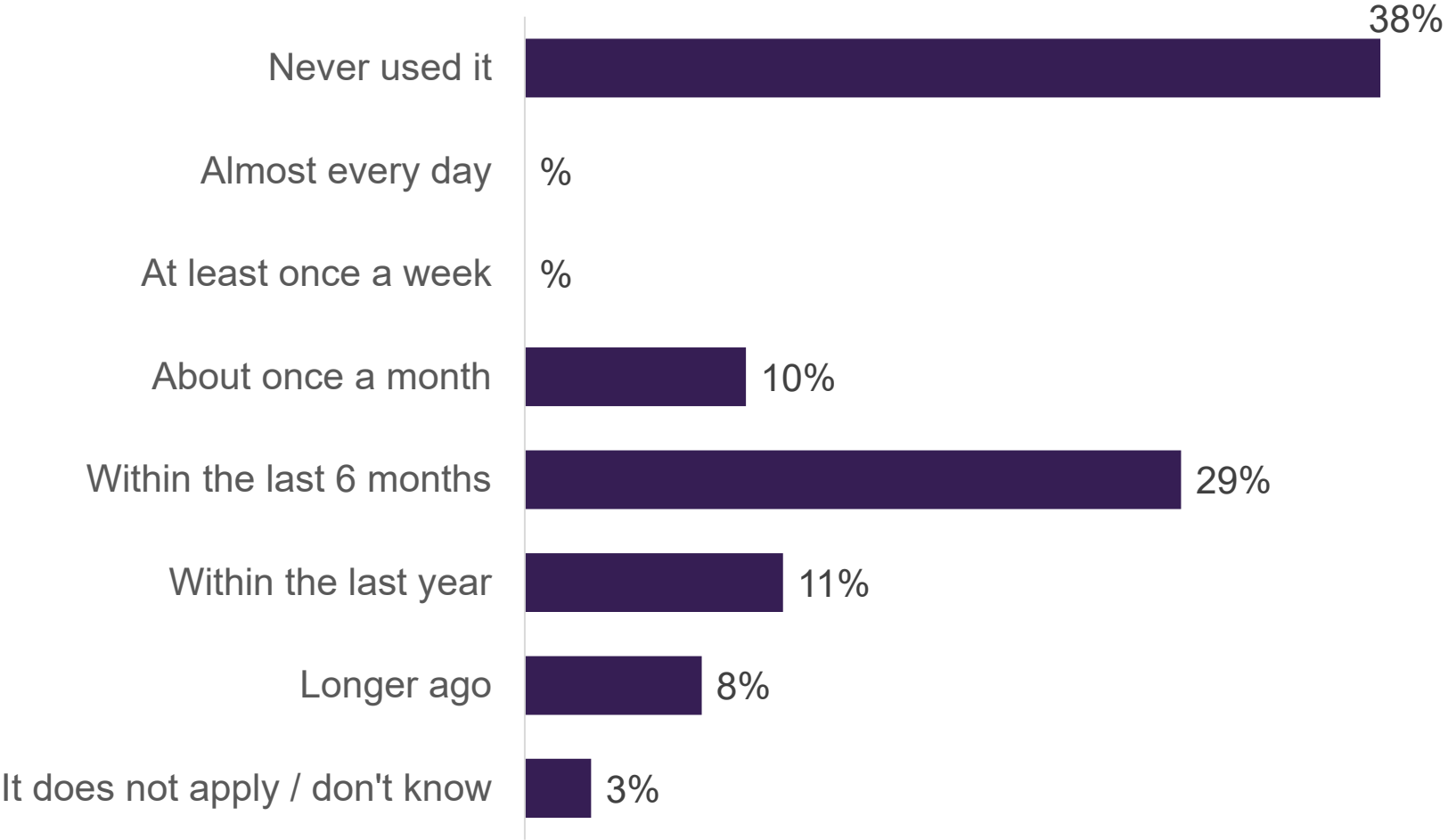


Which of the following Council services do you use or have you used?



Textile recycling banks (at recycling centres and in locations around BCP)

195
38% of those who
responded have never the
textile recycling banks



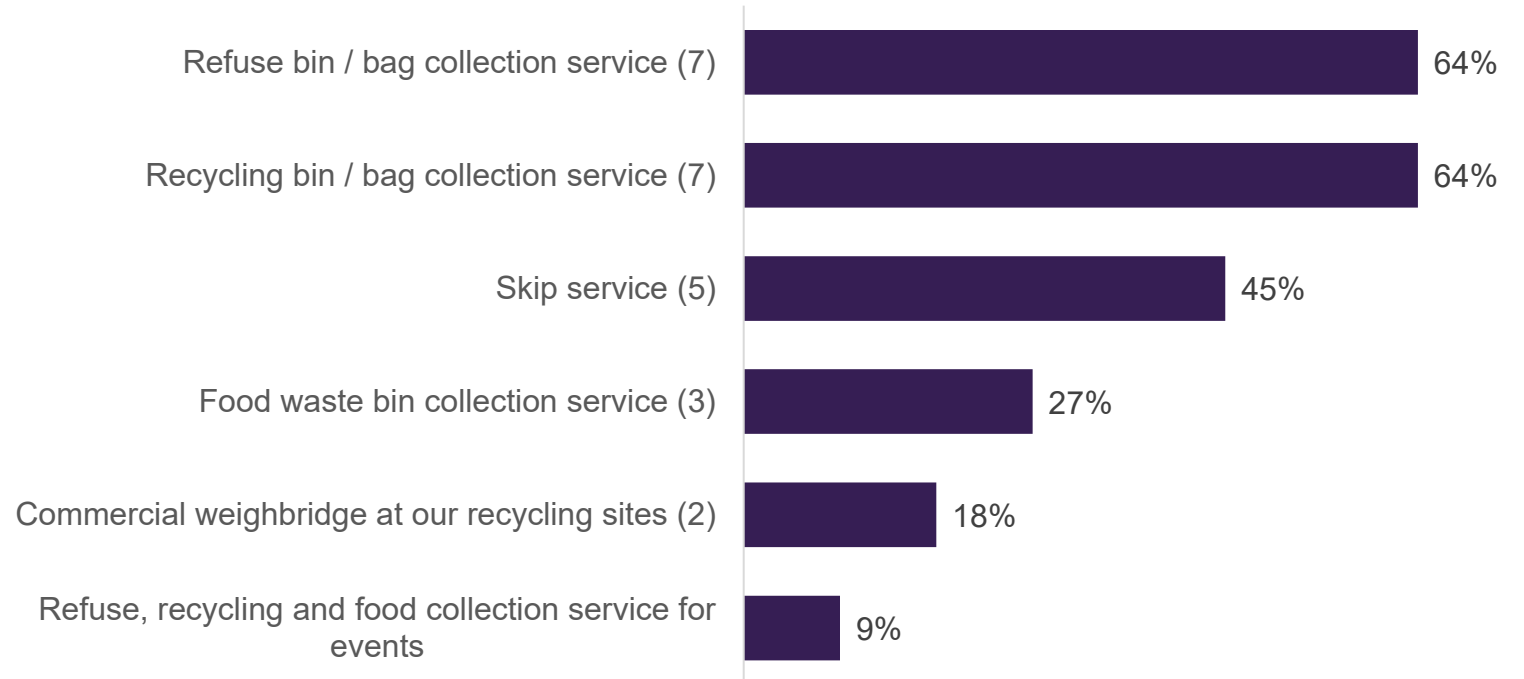
Base 303

If you run a business in the BCP area do you use our Commercial Waste services or another provider?

- 97% of those who responded don't use the service
- 2% responded that they use BCP for commercial waste
- 2% responded that they use another provider

196

Although only 2 respondents said they were replying on behalf of a business, 11 answered the question.



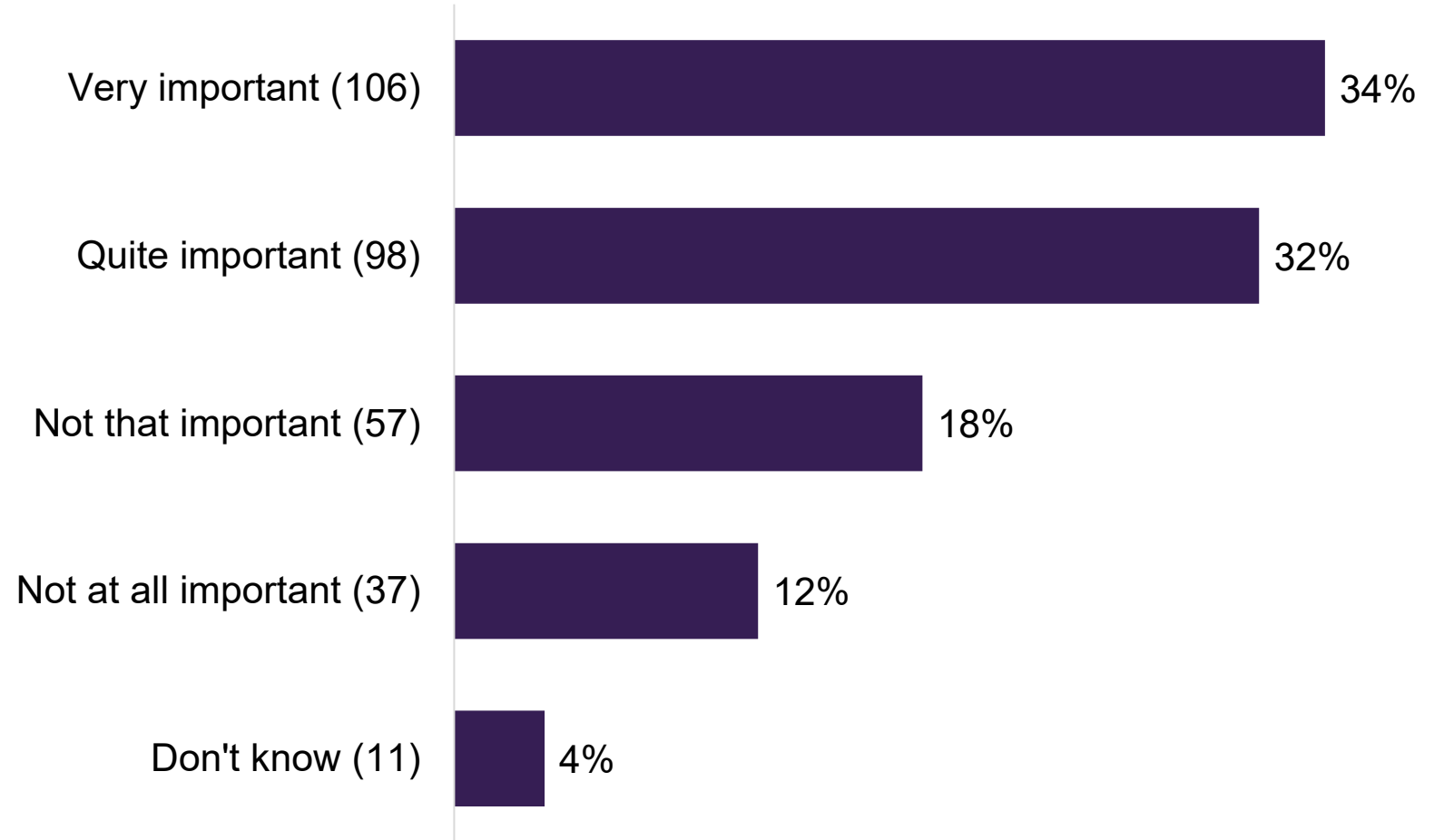
Base 11

How important to you is it that your waste is treated within 100 miles of BCP?



66% of those who responded felt it was important and 30% felt it wasn't important

197



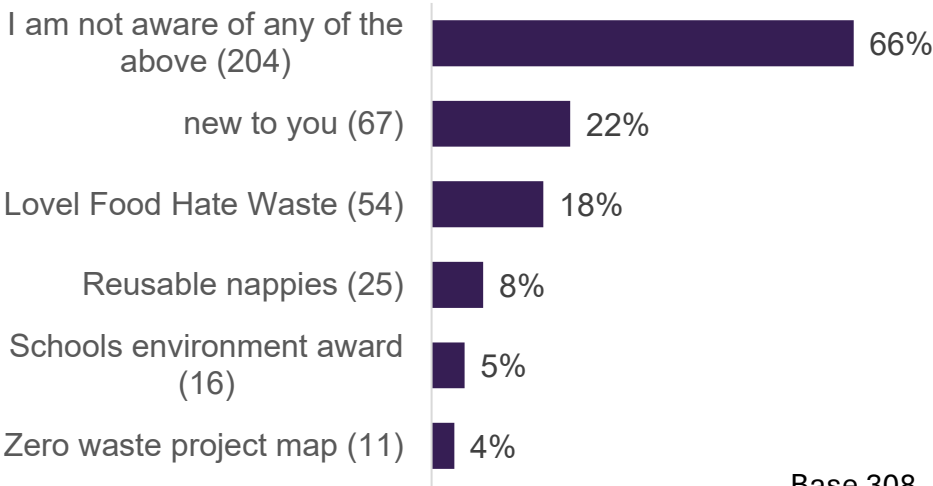
Base 309

BCP Council reuse initiatives



Which of the following BCP Council reuse initiatives are you aware of?

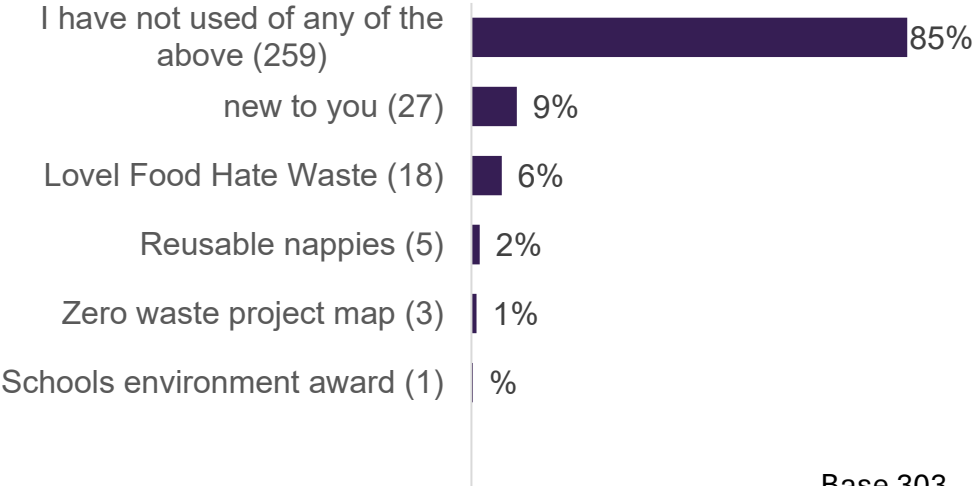
198



Base 308

22% of those who responded were most aware of new to you compared to other reuse initiatives

Which of the following BCP Council reuse initiatives have you used?



Base 303

9% of those who responded had used new to you the most compared to other reuse initiatives

Are you aware that reducing and recycling plastic, food waste and garden waste is an important way to reduce the emissions causing climate change?

- 95% of those who responded **were aware** that reducing and recycling plastic, food waste and garden waste is an important way to reduce the emission causing climate change.

Comments included:

Theme	Comment
Business Waste Responsibility	Some respondents believe businesses should lead on waste management , noting their greater contribution to climate change compared to households.
Plastic recycling challenges	Respondents want better home recycling options , especially for soft plastics, and call for reduced packaging and clearer council-led waste systems.
Awareness / Personal Action	Many respondents are aware and already taking steps to reduce and recycle waste .
Service Gaps	Poole respondents expressed frustration over the lack of food waste collection, feeling disadvantaged compared to other areas
Climate Change Scepticism	Some respondents questioned the link between waste and climate change , viewing recycling as practical or ethical rather than environmental.
Storage and affordability	Issues raised include confusion over bin rules, infrequent collections, cost barriers, and lack of space for multiple bins .

110 comments received

Recycling plastic bags – Example quotes from respondents

200

“Could we have recycling targets for our businesses as well as for household waste”

“It’s laughable to even attempt to equate an individuals impact with the scale of commercial impact”

“There needs to be pressure on the supermarkets, particularly, to go back to paper bags for fruit and veg and not smother everything in clingfilm and plastic wrapping”

“Focus on suppliers to reduce packaging. Especially supermarkets with the amount of plastic packaging they use”

“You don’t recycle a lot of plastics”

“I take all my non recyclable plastic bags etc. to the local supermarket collection points. However, I am not at all confident that these are reused. I recently read that the majority of these are sent for incineration as no contracts are available for reuse and recycle. It must be a priority to have these contracts in place and assure encourage the public that if they use these collection points that their efforts and belief in the system is justified”

“I’d like to be able to recycle plastic waste at home as this is the majority of my waste. I try to take it to the collection points but I don’t really have anywhere to store it. If plastic wrap was able to be recycled too, my main waste bin would have barely anything in it”

“Poole residents should have had the service implemented by now”

“What we do in Britain is irrelevant to any effects on global warming”

“Make it easy to recycle fewer bins more regular collections”

“Please, as I said earlier - no additional bins and no additional cost”

“Recycling plastic needs to be much better, allowing full reuse/recycling rather than finding ways to just “use it up”

“I compost 90pc of my food waste, Often use card and paper as ground cover and mulch. Plastic bottles as plant covers and seed starters. so, I think at my age I do my share of waste management”

Are there any other items you would like to be able to recycle at the household waste recycling centres?

201

79% of those who responded would like to be able to recycle hard plastics at waste recycling centres



Are there any other items you would like to be able to recycle at the household waste recycling centres? Other

Items for recycling

- Duvets, pillows, cushions
- Textiles (including those not suitable for charity shops)
- Food waste
- Polystyrene
- Pringles cans, aerosols, deodorants
- Paint
- Large electricals (e.g. refrigerators)
- Small electricals and batteries
- Hard plastics (e.g. washing-up bowls)
- Plastic bags and food wrappers
- DIY waste (e.g. rubble, tiles, plasterboard)
- Gas canisters
- Car-related waste (tyres, fluids, upholstery, batteries, bodywork)
- Obsolete sports equipment (e.g. windsurfer board)
- Furniture for reuse
- Terracycle items (e.g. crisp packets, dental products)

Theme

- There should be a way to **recycle or dispose of all items** responsibly and locally.
- Charges at recycling centres may **discourage proper disposal** and may lead to fly-tipping.
- Access** to recycling centres is difficult for those without cars or with limited mobility.
- Kerbside collection is preferred** over travelling to recycling points.
- The council should accept more types of waste and **remove barriers to responsible disposal**.
- There's **confusion about what is accepted** at recycling centres.
- People want to recycle more but feel **unsupported by current infrastructure**.
- Better communication** and signage are needed.
- There's a desire for **free or subsidised disposal of bulky or unusual items**.
- Some believe **all recyclable items should be accepted without charge or restriction**.

To reduce waiting times would you use a booking system to book a slot on the day and up to a week in advance to visit your recycling centre?

- 17% said they would use a booking system to book on the day
- 23% said they would use a booking system to book up to a week in advance
- 65% said they did not want to do either

Comments included:

Theme	Comment	Base 307
Strong Opposition to Booking	Many respondents feel booking systems are inconvenient , and likely to discourage recycling and encourage fly-tipping.	
Concerns About Accessibility and Inclusion	Respondents worry that booking systems exclude older people , those without internet access, or with disabilities.	
Preference for Flexibility	Many users value the ability to visit recycling centres spontaneously	
Support for Booking in Limited Circumstances	Some respondents support booking systems for peak times (weekends and bank holidays) or specific vehicle types.	
Suggestions for Alternatives	Proposals included better signage, live queue/video cam updates , or apps to manage traffic without booking.	
Satisfaction with Current System	Some respondents feel the current system works well , doesn't need changing and a booking system is unnecessary	

Booking systems – Example quotes from respondents

204

“Creation of recycled rubbish is not governed by time, as it can occur at any time, ... prebooking will make dumping a bigger problem. Good access to the recycling plant without long queues is one way to ensure an efficient system, when you consider the amount of fuel used and exhaust gases created waiting for access to the recycling point”

“This is a deterrent to use it - why are you making it harder to recycle??? This will just encourage fly tipping”

“Booking system = more fly tipping”

“It would put me off using the tip. The traffic is often bad on my journey there so it would be stressful to try and get there at a specific time”

“Quite happy with just going to the tip on the spur of the moment do not want the hassle of booking a slot. Also, I think older people would struggle who do not have technology”

“My Dad has a booking system where he is. He struggles a bit online ... but has the ability to phone to book a slot. This should be an important consideration to include the older council tax payers”

“I said no because it would automatically exclude many groups of people who do not have access to a computer”

“Most people do not plan far enough ahead for a booking system and it is just a waste of money and unnecessary administration”

“A visit is not always pre-planned”

“The service should be provided at the customers convenience, not the providers”

“I've not had any issues with the first come/first served process at the recycling centre. However, maybe a booking system is needed for weekends only?”

“Being able to check how busy a centre is can be useful”

“I used to use the app advising how busy the centre was”

“Current system at my local site works well no need to change”

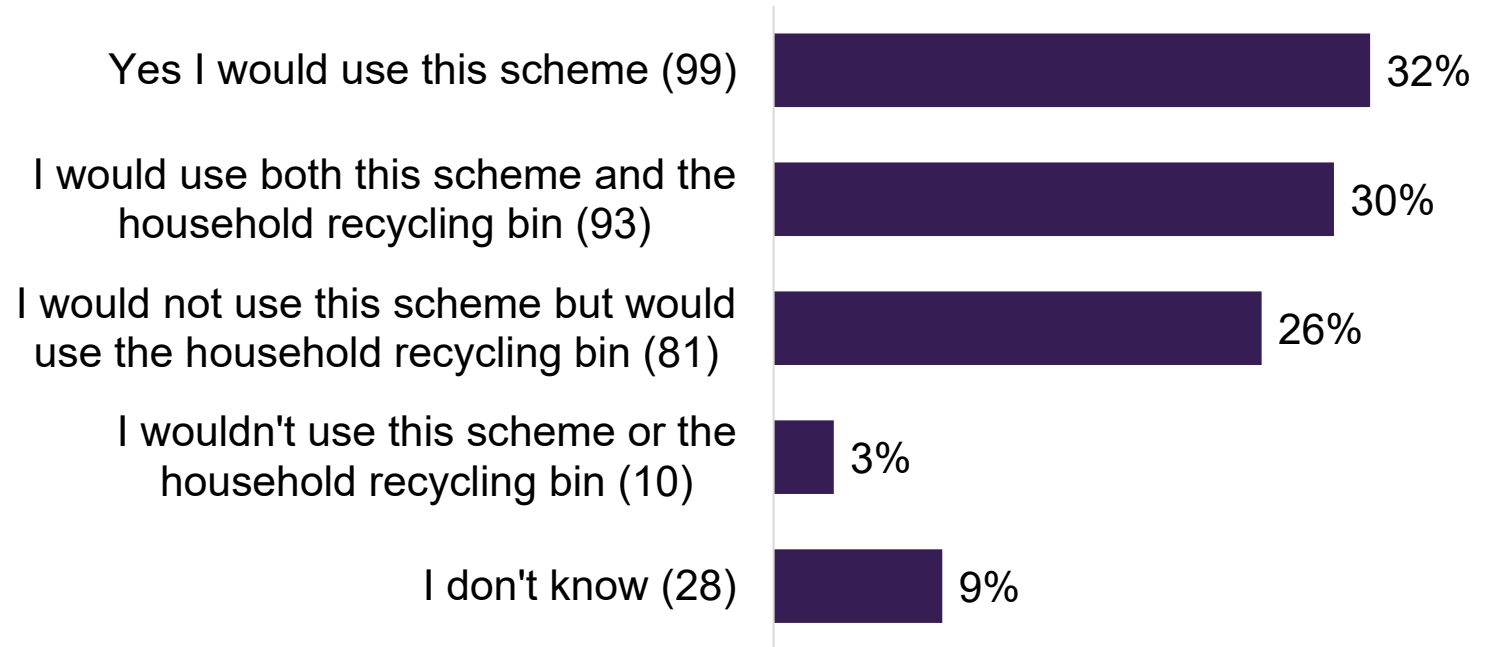
“Happy with current service - which is excellent”

Deposit return scheme

The Government is proposing to introduce a deposit return scheme where a small deposit will be charged on single use drinks containers (plastic bottles and cans) and this deposit would be returned when the containers are deposited at a collection point, would you use this scheme or continue to use your household recycling bin for these items?

205

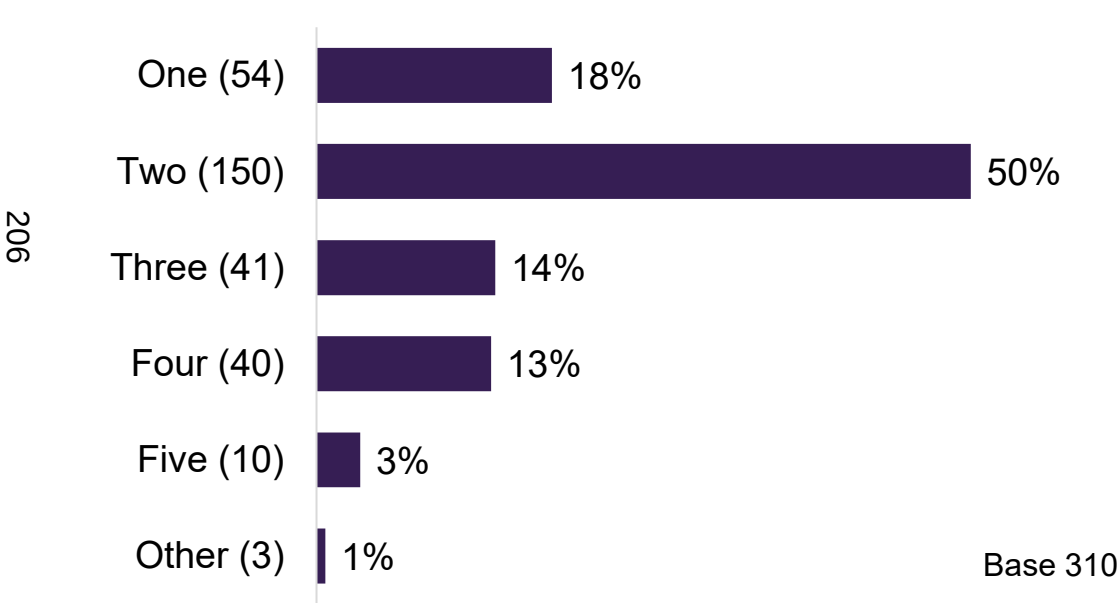
29% of those who responded wouldn't use the government scheme



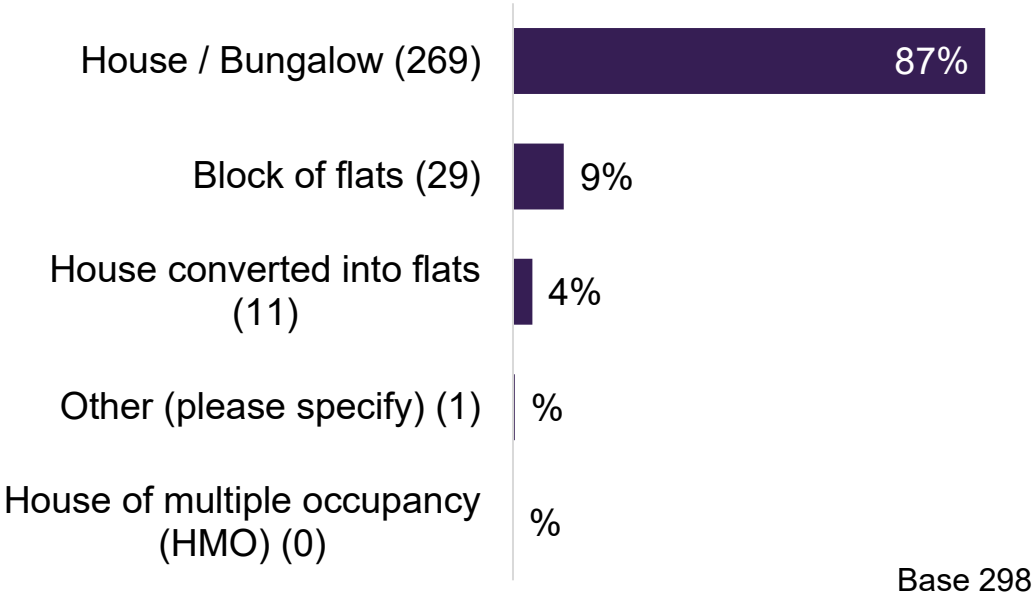
Living Arrangements



- 94% of respondents have access to a car (308 Responses)



50% of respondents live in households with 2 people



87% of respondents live in a house or a bungalow

Proposal Title: BCP Waste Strategy

Impact Summary

Climate Change & Energy	Green - Only positive impacts identified	
Communities & Culture	Green - Only positive impacts identified	
Waste & Resource Use	Green - Only positive impacts identified	
Economy	Green - Only positive impacts identified	
Health & Wellbeing	Green - Only positive impacts identified	
Learning & Skills	Green - Only positive impacts identified	
Natural Environment	Green - Only positive impacts identified	
Sustainable Procurement	Green - Only positive impacts identified	
Transport & Accessibility	No positive or negative impacts identified	

Answers provided indicate that the score for the carbon footprint of the proposal is:

Answers provided indicate that the carbon footprint of the proposal is:	Low	
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Proposal Title: BCP Waste Strategy

Proposal ID: **706**

Proposal Title: **BCP Waste Strategy**

Type of Proposal: **Strategy**

Brief description:

The waste strategy will set out how household and commercial waste services will be managed. The strategy will be aligned with government waste reforms and the council's corporate strategy. It will set out a baseline of current performance along with focus areas, ambitions and plans covering kerbside collections, transfer stations, recycling centres and bring banks alongside commercial services and communications to residents, businesses and the community.

Proposer's Name: **Mary de Fonseca**

Proposer's Directorate: **Environment & Community**

Proposer's Service Unit: **Environment**

Estimated cost (£):

If known, the cost amount (£):

Ward(s) Affected (if applicable):

All Wards

Sustainable Development Goals (SDGs) supported by the proposal:

3. Good Health and Well Being 11. Sustainable Cities and Communities 12. Responsible Consumption and Production 13. Climate Action

Proposal Title: BCP Waste Strategy

Climate Change & Energy

Is the proposal likely to have any impacts (positive or negative) on addressing the causes and effects of climate change? **Yes**

If the answer was No, then the explanation is below (in this case there are no answers to subsequent questions in this section):

- 1) Has the proposal accounted for the potential impacts of climate change, e.g. flooding, storms or heatwaves? **Yes**
- 2) Does it assist reducing CO2 and other Green House Gas (GHG) emissions? E.g. reduction in energy or transport use, or waste produced. **Yes**
- 3) Will it increase energy efficiency (e.g. increased efficiency standards / better design / improved construction technologies / choice of materials) and/or reduce energy consumption? **Yes**
- 4) Will it increase the amount of energy obtained from renewable and low carbon sources? **Yes**

How was the overall impact of the proposal on its ability to positively address the cause and effects of climate change rated?

Green - Only positive impacts identified



The reasoning for the answer (details of impacts including evidence and knowledge gaps):

Sustainable waste disposal and sustainable waste targets are key ambitions of the waste strategy - meeting government waste targets which come into force during the lifetime of this ten-year strategy: to recycle 65% of waste and send less than 10% to landfill by 2035. The proposal has accounted for potential impacts of climate change for example odour nuisance from waste, particularly during heatwaves may be reduced by collecting recyclable food waste weekly instead of fortnightly with non-recyclable waste. The strategy aims to reduce CO2 and green house gases by reducing carbon emissions through waste recycling, (rather than disposal) e.g. through diverting food waste out of non-recyclables and instead used to create compost, landscape products or biogas. Energy consumption and waste reduction will be reduced by preserving items for longer through the reuse and repair declaration - supporting reuse and repair networks where funding allows. Waste reduction will be also be supported by communicating what can and cannot be recycled and the potential re-location of the community reuse store "new to you" to a more central location. The strategy has a focus on education and behaviour change - informing residents and businesses how to prevent waste and recycle more materials more frequently.

Proposal Title: BCP Waste Strategy

Details of proposed mitigation/remedial action and monitoring
(inc. timescales, responsible officers, related business plans etc):

Proposal Title: BCP Waste Strategy

Communities & Culture

Is the proposal likely to impact (positively or negatively) on the development of safe, vibrant, inclusive and engaged communities? **Yes**

If the answer was No, then the explanation is below (there are no answers to subsequent questions in this section):

- 1) Will it help maintain and expand vibrant voluntary and community organisations? **Yes**
- 2) Will it promote a safe community environment? **Yes**
- 3) Will it promote and develop cultural activities? **Not Relevant**

How would the overall impact of the proposal on the development of safe, vibrant, inclusive and engaged communities be rated?

Green - Only positive impacts identified



Reasoning for the answer (details of impacts including evidence and knowledge gaps):

Collection of waste contributes to a safe and healthy community environment. Waste collection is important to residents and contributes to residents' engagement with the council - 81% of respondents are happy with waste services (BCP Council Residents Survey). A public consultation has taken place, (June 2025) with almost two-thirds of respondents happy to further separate their waste. A councillors' informal working group has been formed to capture any additional community feedback. Local communities will be supported to prevent, reduce and recycle waste through education, engagement and services. The community reuse store, "new to you" offers affordable items to support disadvantaged local people who are in need of essential items required to set up a home and for day to day living. It also ensures reusable items are diverted from disposal thus improving environmental performance.

Details of proposed mitigation/remedial action and monitoring (inc. timescales, responsible officers, related business plans etc):

Proposal Title: BCP Waste Strategy

Waste & Resource Use

Is the proposal likely to have any impacts (positive or negative) on waste resource use or production and consumption? **Yes**

If the answer was No, then the explanation is below (there are no answers to subsequent questions in this section):

- 1) Will it prevent waste or promote the reduction, re-use, recycling or recovery of materials? **Yes**
- 2) Will it use sustainable production methods or reduce the need for resources? **Yes**
- 3) Will it manage the extraction and use of raw materials in ways that minimise depletion and cause no serious environmental damage? **Yes**
- 4) Will it help to reduce the amount of water abstracted and / or used? **Yes**

How would the overall impact of the proposal on the sustainable production and consumption of natural resources be rated?

Green - Only positive impacts identified



The reasoning for the answer (details of impacts including evidence and knowledge gaps):

The waste strategy views waste as a valuable resource with the strategy setting out waste treatment, in legal accordance with the waste hierarchy: prevent, reduce, re-use, recycle, recover and finally dispose. Applying the waste hierarchy will reduce the demand for virgin raw materials for production, thus contributing to sustainable production and reducing consumption of natural resources. It supports the movement away from a linear economy where waste is thrown "away" to a circular economy where resources are used for as long as possible. During the lifetime of the strategy, the council will become responsible for new services including food waste, plastic film and separate paper and card collections increasing recycling rates. Food waste will be converted into compost material and biogas and separating paper and card will improve the quality of recyclate for use in new products, reducing depletion of natural resources. The risk of batteries causing fires when mixed with dry recycling will also be addressed by banning batteries, vapes and small electricals.

Details of proposed mitigation/remedial action and monitoring (inc. timescales, responsible officers, related business plans etc):



Proposal Title: BCP Waste Strategy

Proposal Title: BCP Waste Strategy

Economy

Is the proposal likely to impact (positively or negatively) on the area's ability to support, maintain and grow a sustainable, diverse and thriving economy? **Yes**

If the answer was No, then the explanation is below (there are no answers to subsequent questions in this section):

- 1) Will the proposal encourage local business creation and / or growth?
Yes
- 2) Will the proposal enable local jobs to be created or retained?
Yes
- 3) Will the proposal promote sustainable business practices?
Yes

=How would the overall impact of the proposal on it's potential to support and maintain a sustainable, diverse and thriving economy be rated?

Green - Only positive impacts identified



The reasoning for the answer (details of impacts including evidence and knowledge gaps):

Positive impacts are expected through use of modern waste infrastructure and a review of recycling centre policies and the van permit scheme to manage commercial waste abuse more effectively, which in turn supports business by reducing the likelihood of reputable businesses being undercut by those not paying to dispose of waste correctly. The strategy supports the local economy and the creation and retention of local environment jobs. The strategy provides employment opportunities with businesses engaged in waste services. The proposal specifically aims to support a more sustainable economy and the transition to a circular economy. Government initiatives such as Deposit Return Scheme and Extender Producer Responsibility will impact upon the funding of waste services, however the level of funding is yet to be determined.

Details of proposed mitigation/remedial action and monitoring (inc. timescales, responsible officers, related business plans etc):

Proposal Title: BCP Waste Strategy

Health & Wellbeing

Is the proposal likely to impact (positively or negatively) on the creation of a inclusive and healthy social and physical environmental for all? **Yes**

If the answer was No, then the explanation is below (there are no answers to subsequent questions in this section):

- 1) Will the proposal contribute to improving the health and wellbeing of residents or staff?
Yes
- 2) Will the proposal contribute to reducing inequalities?
Yes
- 3) Will the proposal contribute to a healthier and more sustainable physical environment for residents or staff?
Yes

How would the overall impact of the proposal on the creation of a fair and healthy social and physical environmental for all be rated?

Green - Only positive impacts identified



The reasoning for the answer (details of impacts including evidence and knowledge gaps):

This proposal will reduce inequalities as it will bring parity of strategy and service to residents regardless of which town they live in. Good management of waste contributes to a healthy physical environment for all and the strategy contributes to BCP Council's carbon reduction targets, lowering pollution by reducing vehicle and disposal emissions associated with waste and recycling, The strategy specifically considers how services will be delivered in a safe manner under the ambition to deliver "Futureproof and safe services". There will also be exploration of incentives for the use of reusable hygiene products. The extension of the food waste kerbside collection service may also support good health by highlighting to households how much edible food is thrown away and encouraging other behaviours such as freezing left-overs.

Details of proposed mitigation/remedial action and monitoring (inc. timescales, responsible officers, related business plans etc):

Proposal Title: BCP Waste Strategy

Learning & Skills

Is the proposal likely to impact (positively or negatively) on a culture of ongoing engagement and excellence in learning and skills? **Yes**

If the answer was No, then the explanation is below (there are no answers to subsequent questions in this section):

- 1) Will it provide and/or improve opportunities for formal learning?
Partially
- 2) Will it provide and/or improve community learning and development?
Yes
- 3) Will it provide and/or improve opportunities for apprenticeships and other skill based learning?
Yes

How would the overall impact of the proposal on the encouragement of learning and skills be rated?

Green - Only positive impacts identified



The reasoning for the answer (details of impacts including evidence and knowledge gaps):

The strategy will impact positively on learning and skills. Expected impacts include opportunities for community learning relating to prevention and recycling of waste, e.g. through information on-line or sorting tables at recycling centres to educate and enable residents to separate recyclables from non-recyclable items. The waste strategy also includes initiatives with schools through the Schools Environment Award which helps schools to raise awareness of local (and global) environmental issues and projects. Employees of BCP Council engaged in waste roles will receive training in line with the requirements of their role.

Details of proposed mitigation/remedial action and monitoring (inc. timescales, responsible officers, related business plans etc):

Proposal Title: BCP Waste Strategy

Natural Environment

Is the proposal likely to impact (positively or negatively) on the protection or enhancement of local biodiversity or the access to and quality of natural environments?

Yes

If the answer was No, then the explanation is below (there are no answers to subsequent questions in this section):

- 1) Will it help protect and improve biodiversity i.e. habitats or species (including designated and non-designated)? **Yes**
- 2) Will it improve access to and connectivity of local green spaces whilst protecting and enhancing them? **Yes**
- 3) Will it help protect and enhance the landscape quality and character?
Yes
- 4) Will it help to protect and enhance the quality of the area's air, water and land?
Yes

How would the overall impact of your proposal on the protection and enhancement of natural environments be rated?

Green - Only positive impacts identified



The reasoning for the answer (details of impacts including evidence and knowledge gaps):

The good management of waste, in particular the reduction of waste being sent to landfill disposal contributes to the quality of the natural environment. The waste strategy has an emphasis on reducing the need for raw materials, taken from the natural environment through its emphasis on keeping materials and items in use for as long as possible in line with the circular economy. The waste strategy covers commercial waste services which include a bulky waste collection service which may reduce the risk of fly-tipping therefore protecting the quality of landscape character.

Details of proposed mitigation/remedial action and monitoring (inc. timescales, responsible officers, related business plans etc):

Proposal Title: BCP Waste Strategy

Sustainable Procurement

Does your proposal involve the procurement of goods, services or works? **Yes**

If the answer was No, then the explanation is below (there are no answers to subsequent questions in this section):

Has or is it intended that the Strategic Procurement team be consulted?

Yes – planning to discuss

If the Strategic Procurement team was not consulted, then the explanation for this is:

- 1) Do the Government Buying Standards (GBS) apply to goods and/or services that are planned to be bought?

No

- 2) Has sustainable resource use (e.g. energy & water consumption, waste streams, minerals use) been considered for whole life-cycle of the product/service/work?

Yes

- 3) Has the issue of carbon reduction (e.g. energy sources, transport issues) and adaptation (e.g. resilience against extreme weather events) been considered in the supply chain?

Yes

- 4) Is the product/service fairly traded i.e. ensures good working conditions, social benefits e.g. Fairtrade or similar standards?

Yes

- 5) Has the lotting strategy been optimised to improve prospects for local suppliers and SMEs?

Don't know even though may be relevant

- 6) If aspects of the requirement are unsustainable then is continued improvement factored into your contract with KPIs, and will this be monitored?

How is the overall impact of your proposal on procurement which supports sustainable resource use, environmental protection and progressive labour standards been rated?

Green - Only positive impacts identified



The reasoning for the answer (details of impacts including evidence and knowledge gaps):

The strategy preparation will be completed in-house rather than using external consultants, once the waste strategy is in place, a tender process will commence for

Proposal Title: BCP Waste Strategy

waste disposal contracts and the Strategic Procurement Team will be consulted. Successful bidders will be expected to demonstrate evidence of sustainable environmental and social outcomes and at present a number of local businesses hold existing contracts for waste services e.g. waste haulage (D&L) and waste processing (Eco Sustainable Solutions).

Details of proposed mitigation/remedial action and monitoring (inc. timescales, responsible officers, related business plans etc):

Proposal Title: BCP Waste Strategy

Transport & Accessibility

Is the proposal likely to have any impacts (positive or negative) on the provision of sustainable, accessible, affordable and safe transport services - improving links to jobs, schools, health and other services? **No**

If the answer was No, then the explanation is below (there are no answers to subsequent questions in this section):

There are not expected to be any impacts on transport and accessibility.

- 1) Will it support and encourage the provision of sustainable and accessible modes of transport (including walking, cycling, bus, trains and low emission vehicles)?
- 2) Will it reduce the distances needed to travel to access work, leisure and other services?
- 3) Will it encourage affordable and safe transport options?

How would the overall impact of your proposal on the provision of sustainable, accessible, affordable and safe transport services be rated?

No positive or negative impacts identified



The reasoning for the answer (details of impacts including evidence and knowledge gaps):

Details of proposed mitigation and monitoring (inc. timescales, responsible officers, related business plans etc):

ENVIRONMENT AND PLACE OVERVIEW AND SCRUTINY COMMITTEE



Report subject	Work Plan
Meeting date	19 November 2025
Status	Public Report
Executive summary	The Overview and Scrutiny (O&S) Committee is asked to consider and identify work priorities for publication in a Work Plan.
Recommendations	It is RECOMMENDED that: the Overview and Scrutiny Committee review, update and confirm the Work Plan.
Reason for recommendations	The Council's Constitution requires all Overview and Scrutiny Committees to set out proposed work in a Work Plan which will be published with each agenda.
Portfolio Holder(s):	N/A – Overview and Scrutiny is a non-executive function
Corporate Director	Aidan Dunn, Chief Executive
Report Authors	Lindsay Marshall, Overview and Scrutiny Specialist
Wards	Council-wide
Classification	For Decision

Work Plan updates

1. This report provides the latest version of the Committee's Work Plan at Appendix A and guidance on how to populate and review the Work Plan in line with the Council's Constitution. For the purposes of this report, all references to Overview and Scrutiny Committees shall also apply to the Overview and Scrutiny Board unless otherwise stated.
2. Items added to the Work Plan since the last publication are highlighted as **NEW**. Councillors are asked to consider and confirm the latest Work Plan.
3. The most recent [Cabinet Forward Plan](#) can be viewed on the council's website. This link is included in each O&S Work Plan report for councillors to view and refer to when considering whether any items of pre-decision scrutiny will join the O&S Committee Work Plan.

Resources to support O&S Work

4. The Constitution requires that O&S committees take account of the resources available to support proposals for O&S work. Advice on maximising the resource available to O&S Committees is set out in the O&S Work Planning Guidance document referenced below.

Work programming guidance and tools

5. The [Overview and Scrutiny Committees Terms of Reference](#) document provides detail on the principles of scrutiny at BCP Council, the membership, functions and remit of each O&S committee and the variety of working methods available.
6. [The O&S Work Planning Guidance](#) document provides detail on all aspects of work planning including how to determine requests for scrutiny in line with the Council's constitution.
7. The [O&S Framework for scrutiny topic selection](#) was drawn up by O&S councillors in conjunction with the Centre for Governance and Scrutiny. The framework provides detail on the criteria for proactive, reactive and pre-decision scrutiny topics, and guidance on how these can be selected to contribute to value-added scrutiny outcomes.
8. The '[Request for consideration of an issue by Overview and Scrutiny](#)' form is an example form to be used by councillors and residents when making a new suggestion for a scrutiny topic. Word copies of the form are available from Democratic Services upon request by using the contact details on this agenda.
9. Performance information: progress against the council's Corporate Strategy can be viewed on the council's [Performance Dashboard](#). The dashboard includes ratings to show where the council is on target, areas for monitoring or where action is required, and explanations. The dashboard includes measures relevant to all O&S committees and is provided to assist committees in their horizon scanning and work selection process.

Options Appraisal

10. The O&S Committee is asked to review, update and confirm its Work Plan, taking account of the supporting documents provided and including the determination of any new requests for scrutiny. This will ensure member ownership of the Work Plan and that reports can be prepared in a timely way.
11. If updates to the Work Plan are not confirmed there may be an impact on timeliness of reports and other scrutiny activity.

Summary of financial implications

12. There are no financial implications arising from this report.

Summary of legal implications

13. There are no legal implications arising from this report. The Council's Constitution requires that all O&S bodies set out proposed work in a Work Plan which will be published with each agenda. The recommendation proposed in this report will fulfil this requirement.

Summary of human resources implications

14. There are no human resources implications arising from this report.

Summary of sustainability impact

15. There are no sustainability resources implications arising from this report.

Summary of public health implications

16. There are no public health implications arising from this report.

Summary of equality implications

17. There are no equality implications arising from this report. Any councillor and any member of the public may make suggestions for overview and scrutiny work. Further detail on this process is included within O&S Procedure Rules at Part 4 of the Council's Constitution.

Summary of risk assessment

18. There is a risk of challenge to the Council if the Constitutional requirement to establish and publish a Work Plan is not met.

Background papers

- [Overview and Scrutiny Committees Terms of Reference](#)
- [O&S Work Planning Guidance document](#)
- [O&S Framework for scrutiny topic selection](#)
- [‘Request for consideration of an issue by Overview and Scrutiny’](#)

Further detail on these background papers is contained within the body of this report.

Appendices

Appendix A - Current O&S Work Plan

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BCP Council Environment and Place Overview and Scrutiny Committee – Work Plan. Updated 30.06.25

Guidance notes:

- 2/3 items per committee meeting is the recommended maximum for effective scrutiny.
- The Environment and Place O&S Committee will approach work through a lens of **SUSTAINABILITY**
- Items requiring further scoping are identified and should be scoped using the Key Lines of Enquiry tool.

	Subject and background	How will the scrutiny be done?	Lead Officer/Portfolio Holder	Report Information
Meeting Date: 19 November 2025				
1.	Waste Strategy Bournemouth, Christchurch and Poole To consider a Cabinet report which presents the new waste strategy for BCP.	Pre-decision Scrutiny of a Cabinet Report	PH – Climate Response, Environment and Energy, Cllr Andy Hadley	Item scheduled on the Cabinet FP – It was agreed to add this item to the Work Plan in 2025.
2.	Southern Inshore Fisheries Association - a representative will attend to talk about their work.	Presentation and Questions	Cllr Andy Hadley	Committee information session on the work of the fisheries.
3.	O & S Annual Report – For information Only	Report	Lindsay Marshall	O & S Annual report
Briefing Date: 3 December 2025 – No topic currently scheduled				
Briefing Date: 14 January 2026 – No topic currently scheduled				
Meeting Date: 25 February 2026				
1.	Annual Climate Report	Committee Report	Cllr Andy Hadley	Annual item requested by committee.
2.	Homelessness and Rough Sleeping Strategy 2026-2031 - NEW	Pre – Decision Scrutiny of a Cabinet Report	Cllr Kieron Wilson	

Key:  Pre-decision or reactive scrutiny item  Proactive Scrutiny item

3.	Reserved for proactive Scrutiny matters			
Briefing Date: 18 March 26				
Vanlife – update from officers around information the Council already hold.				
Briefing Date: 15 April 26 – No item currently scheduled.				
Meeting Date: 20 May 2026				
1.	Local Transport Plan	Pre-decision Scrutiny of a Cabinet Report	PH – Climate Response, Environment and Energy, Cllr Andy Hadley	It was agreed to add this item to the work plan following the transfer of this function from the O & S Board – Item schedule on Cabinet FP date changed to May 26
2.	Housing Strategy Review - NEW	Pre-decision Scrutiny of a Cabinet Report	Cllr Kieron Wilson	
3.	Reserved for proactive Scrutiny matters			
Items with Dates to be allocated:				
1.	Climate and Nature The purpose of this report is to support work relating to climate and nature by determining a scrutiny process focused on the relevant key priorities within the Corporate Plan.	TBC - Needs to be Scoped using Kloe Document	PH – Climate Response, Environment and Energy, Cllr Andy Hadley	Report Information KLOE Document
2.	Redhill Paddling Pool	Needs to be Scoped using KLOE Document	TBC	Item added to the work plan in April 2025 following a referral from Council in response to a petition.

Key: Pre-decision or reactive scrutiny item Proactive Scrutiny item

	To investigate how Council arrived at the current situation and investigate ways to keep the paddling pool open and report back to full Council.			KLOE Document
3.	Christchurch Harbour To consider options for a potential Christchurch Harbour Protection Policy and inclusion in the Local Plan.	Needs to be scoped using KLOE Document	PH – Climate Response, Environment and Energy, Cllr Andy Hadley / Leader of the Council	This item was agreed to be added to the work plan at the meeting in May 2025.
4.	Achieving Carbon Emission Neutrality To consider how the committee can contribute to and support the council in reaching its net zero targets by 2030.	TBC - Further work on this will be informed by the LAEP report. It may include: • Vehicle Fleet • Housing, • Energy Supply Procurement Strategy.	PH – Climate Response, Environment and Energy, Cllr Andy Hadley	It was agreed to add this to the Work Plan in November 2024 following recommendations from the Budget framework working group
5.	Community Owned Renewable Energy To consider in-depth, options around community owned renewable energy and support provided for this from the Council.	TBC – KLOE Document to be completed	PH – Climate Response, Environment and Energy, PH – Community and Partnerships	It was agreed to add this to the Work Plan in November 2024 following recommendations from the Budget framework working group
6.	Temporary Accommodation Strategy To consider the development of the Temporary Accommodation Strategy at an appropriate time in its development.	TBC	PH - Housing	It was agreed to add this to the Work Plan in November 2024 following recommendations from the Budget framework working group

7.	Safer Accommodation Strategy Review To consider a review of the provision of safe accommodation and associated commissioning	TBC	PH - Housing	It was agreed to add this to the Work Plan in April 2025 following recommendations from the Safe Accommodation Strategy Working Group
8.	Development of Safe Accommodation Strategy KPI's To consider the development of KPIs related to the Safe Accommodation Strategy through test and challenge to draft measures.	Committee Report	PH - Housing	It was agreed to add this to the Work Plan in April 2025 following recommendations from the Safe Accommodation Strategy Working Group
9.	Update on the Implementation of the Safe Accommodation Strategy To review the progress in the strategy and wider domestic abuse work, including monitoring of associated KPIs.	TBC - consider whether this should be part of a wider housing update. Cross cutting with other O&S Bodies - all Chair's to be invited.	PH - Housing	It was agreed to add this to the Work Plan in April 2025 following recommendations from the Safe Accommodation Strategy Working Group Annual Update requested -
10.	Pedestrian Crossing Update	Cllr Rice to verbally update at meetings		Update as and when there is information to come through.
11.	Van Life – Community Pact Item to consider the potential for a community pact for vehicle dwellers, including potential designated safe parking areas. Enquiry Session – to be scoped using KLOE Document	TBC		Item added to the work plan following request from Council in December 2024 Report Information

12.	Building Regs Update - NEW			Follow on from previous meeting item as Government paper was due out Autumn 25
13.	Play Streets Updates - NEW			Added in October 25 meeting
Working Groups				
	There are no currently operating working groups or requests agreed for a working group.			
Item suggestions for Briefing Sessions				
	Chemicals Scrutiny – Information session requested for this at May 2024 meeting.	Informal Briefing		This requires further scoping – KLOE document
	Planning Service Improvement – Potential briefing to monitor this improvement journey.	Informal Briefing	Head of Planning	Committee to consider holding interim briefings, to provide 6 monthly updates between formal committee reporting on this topic.

Key: Pre-decision or reactive scrutiny item Proactive Scrutiny item

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