

# PLACE OVERVIEW AND SCRUTINY COMMITTEE



Report subject	<b>Work Plan</b>
Meeting date	24 May 2022
Status	Public Report
Executive summary	The Place Overview and Scrutiny Committee is asked to consider and identify work priorities for its next meeting pending a wider review of its work plan at a future meeting.
Recommendations	<b>It is RECOMMENDED that:</b>  <b>the Overview and Scrutiny Committee discuss and agree work priorities for its next meeting, for subsequent publication in a Work Plan.</b>
Reason for recommendations	The Council's Constitution requires all Overview and Scrutiny Committees to set out proposed work in a Plan which will be published with each agenda.

Portfolio Holder(s):	N/A
Corporate Director	Graham Farrant, Chief Executive
Report Authors	Lindsay Marshall, Overview and Scrutiny Specialist
Wards	N/A
Classification	For Decision

## Background

1. All Overview and Scrutiny (O&S) Committees are required by the Constitution to consider work priorities and set these out in a Work Plan. When approved, this should be published with each agenda. The Place O&S Committee is asked to discuss and agree work priorities for its next meeting (date tbc at time of writing this report).
2. The Council made changes to the O&S function on 10 May, assigning areas of responsibility from the previous O&S Board to the newly formed Corporate and Community O&S Committee and Place O&S Committee. For councillors' information, a breakdown of the areas of responsibility across all O&S committees is attached at Appendix 1 to this report.
3. Given the recent changes to the O&S function, the Committee is provided with an outline of priorities that had been previously identified for scrutiny by the O&S Board in its work plan. The items that align to the areas of responsibility for the Place O&S Committee are identified in Appendix 2. Councillors are asked to take account of this list, along with the recently published Cabinet Forward Plan and any other suggestions for scrutiny when considering its priority work areas for the next meeting. The Cabinet Forward Plan is attached at Appendix 3.
4. The Committee will be asked to consider longer term priorities for its work plan at a future meeting in order to identify, and appropriately plan for, work priorities for the remainder of the municipal year.

## BCP Constitution and process for agreeing Work Plan items

5. The Constitution requires that the Work Plan of O&S Committees shall consist of work aligned to the principles of the function. The BCP Council O&S function is based upon six principles:
  1. Contributes to sound decision making in a timely way by holding decision makers to account as a 'critical friend';
  2. A member led and owned function – seeks to continuously improve through self-reflection and development.
  3. Enables the voice and concerns of the public to be heard and reflected in the Council's decision-making process.
  4. Engages in decision making and policy development at an appropriate time to be able to have influence.

5. Contributes to and reflects the vision and priorities of the council.
6. Agility – able to respond to changing and emerging priorities at the right time with flexible working methods.

#### **Summary of financial implications**

6. The O&S Committee may take suggestions from a variety of sources to form its Work Plan. This may include suggestions from members of the public, officers of the Council, Portfolio Holders, the Cabinet and Council, members of the O&S Committee, and other councillors who are not on the Committee.
7. The Constitution allows for additional items of scrutiny inquiry work to be commissioned by each O&S Committee, in addition to work undertaken in a committee meeting setting. The Constitution requires that the O&S Committees take into account the resources, including Councillor availability, Officer and financial resources, available to support their proposals for items of O&S work. This will ensure that there is appropriate resource availability across the whole O&S function, and that any work established can be completed in a timely way with effective outcomes.
8. An O&S commission may take the form of a working group or task and finish group, for example. Full detail on the types of work that may be commissioned by an O&S Committee are outlined within the Constitution. Bodies commissioned by an O&S Committee may have conferred upon them the power to act on behalf of the parent body in considering issues within the remit of the parent body and making recommendations directly to Portfolio Holders, Cabinet, Council or other bodies or people within the Council or externally as appropriate.
9. The Constitution requires that all suggestions for O&S work will be accompanied by detail outlining the background to the issue suggested, the proposed method of undertaking the work and likely timescale associated, and the anticipated outcome and value to be added by the work proposed. No item of work shall join the Work Plan of the O&S Committee without an assessment of this information.

#### **Summary of financial implications**

10. When establishing a Work Plan, the Constitution requires the Overview and Scrutiny Committee to take into account the resources, including Councillor availability, Officer and financial resources, available to support their proposals.

#### **Summary of legal implications**

11. The Council's Constitution requires all Overview and Scrutiny Committees to set out proposed work in a Plan which will be published with each agenda.

#### **Summary of human resources implications**

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

#### **Summary of sustainability impact**

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

#### **Summary of public health implications**

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

### **Summary of equality implications**

15. Any member of the public may make suggestions for Overview and Scrutiny work. Further detail on this process is included with Part 4 of the Council's Constitution.

### **Summary of risk assessment**

16. 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**

None.

### **Appendices**

Appendix 1 – BCP Overview and Scrutiny Committees – areas of responsibility

Appendix 2 – Overview and Scrutiny Board Work Plan items – priorities identified for 2022/23

Appendix 3 – Cabinet Forward Plan published 26 April 2022