



BCP Council Overview and Scrutiny Board – Work Plan. Updated 01.07.24

Guidance notes:

- 2/3 items per committee meeting is the recommended maximum for effective scrutiny.
- The O&S Board will approach work through a lens of **RESIDENT IMPACT AND EXPERIENCE**
- 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: 16 July 2024				
1.	Seafront Strategy Cabinet Report	Scrutiny of Cabinet report prior to Cabinet consideration	Director of Commercial Operations Portfolio Holder for Connected Communities	Pre-decision Scrutiny
2.	MFTP Cabinet Report	Pre-Decision review of Cabinet report in order to make recommendations for Cabinet consideration	Director of Finance Portfolio Holder for Finance	Pre-decision Scrutiny
3.	Financial Outturn 2023/24	Scrutiny of Cabinet report prior to Cabinet consideration	Director of Finance Portfolio Holder for Finance	Pre-decision Scrutiny
4.	Pay and Reward: Update on progress in introducing new terms and conditions of employment	Pre-Decision review of Cabinet report in order to make recommendations for Cabinet consideration	Director of People and Culture	Pre-decision Scrutiny

Key:  Pre-Decision Scrutiny  Pro-active Scrutiny

Meeting Date: 27 August 2024				
1	Reserved for pre-decision or reactive scrutiny decision or reactive scrutiny (awaiting Cabinet FP update)	Scrutiny of Cabinet report prior to Cabinet consideration	TBC	TBC
2	BCP Council Assurance Review Briefing report to Committee to provide assurance that all outcomes from the review have been addressed	Committee Report	Chief Executive Leader of the Council	Officer report requested
Meeting Date: 23 September 2024				
	Reserved for pre-decision or reactive scrutiny decision or reactive scrutiny (awaiting Cabinet FP update)	Scrutiny of Cabinet report prior to Cabinet consideration	TBC	TBC
	Directorate Budget Awareness To receive a presentation on the budget, pressures and assumed savings	Presentation and Question and Answer session	Chief Financial Officer, Chief Operations Officer and Chief Executive	Presentation
	Overview and Scrutiny Annual Report The Overview and Scrutiny Function is required to produce an annual report	Committee Report	Scrutiny Specialist	Requirement for O&S to produce an annual report to full Council - all O&S Committee Chairs to be invited
	Production and Effectiveness of Public Consultations (2)	Committee Report – Initial update on current situation with potential for working group	Director of Marketing, Comms and Policy Portfolio Holder	This issue will be suited to a working group – further scoping required – KLOE document

Key: Pre-Decision Scrutiny Pro-active Scrutiny

	Meeting Date reserved for potential Joint Scrutiny Enquiry Meeting	Enquiry Day	Portfolio Holder for Housing and Regulatory Services Director of Housing and Communities	This issue requires further scoping.
Meeting Date: 21 October 2024				
	Transformation Report	Scrutiny of Cabinet report prior to Cabinet consideration		
	Transformation and the centralised handling of complaints Report requested through the work planning workshops	Report to Committee	Director of Marketing, Comms and Policy	This requires further scoping – KLOE document
	Performance of the Council Data, and performance of directorates and staff (25)	Informal investigation report by O&S Board		This requires further scoping – KLOE document Will be suited to a working group –
	Blue Badges For the O&S Board to receive an update on this issue from officers following the work the Board carried out last year	Committee Report	Director of Customer, Arts and Property	Officer report requested
Meeting Date: 18 November				
1.	Reserved for pre-decision or reactive scrutiny decision or reactive scrutiny (awaiting Cabinet FP update)	Dedicated budget scrutiny – all groups to feedback to O&S Board		

Key: Pre-Decision Scrutiny Pro-active Scrutiny



2.	Working more collectively across BCP geographical areas / Locality Governance – Substantive item	Committee Report		This requires further scoping – KLOE document
3.	Budget Working Groups To consider feedback and recommendations from the established budget working groups	Dedicated budget scrutiny – all groups to feedback to O&S Board	TBC	TBC – All O&S members to be invited
Meeting Date: 9 December 2024				
1.	Reserved for pre-decision or reactive scrutiny decision or reactive scrutiny (awaiting Cabinet FP update)			
2.	Crime and Disorder Scrutiny of Community Safety Partnership	Annual Report	Portfolio Holder for Housing and Regulatory Director of Housing and Communities	This requires further scoping – KLOE document
3.	Item to be selected from Pro-Active Scrutiny topic list			
Meeting Date: 6 January 2025				
1.	Reserved for pre-decision or reactive scrutiny decision or reactive scrutiny (awaiting Cabinet FP update)			
2.	Item to be selected from Pro-Active Scrutiny topic list			
3.	Item to be selected from Pro-Active Scrutiny topic list			

Key: Pre-Decision Scrutiny Pro-active Scrutiny

Meeting Date: NEW DATE 3 February 2025				
1.	Budget Scrutiny Scrutiny of the 2025/26 budget proposals, consideration of the Cabinet report and any recommendations to be made to Cabinet.	Cabinet Budget report	Adam Richens, Chief Finance Officer Mike Cox, PH Finance and	
2		Updates from Budget T&F groups if required	Adam Richens, Chief Finance Officer Mike Cox, PH Finance and	
Items with Dates to be allocated				
	Local Transport Plan	Committee Report	Portfolio Holder for	Board have requested to see this at an early stage and not as a pre-decision Scrutiny item.
	Accounting for Social Value in decision making	Committee Report		Item requires further scoping - KLOE document
	Arts, Culture and Leisure Funding Item requested through work planning workshops	Committee Report	Portfolio Holder for Connected Communities and Portfolio Holder for Customer, Communication and Culture	Item from Pro-Active Scrutiny List (including funding for BSO and Lighthouse) This requires further scoping – KLOE document
Working Groups				
	Budget Working Group – Suggested areas: Operations Directorate: Resident Card, Income forecasts, Fees and charges	Working group to meet in October	TBC – dependent upon the areas chosen for further scrutiny consideration	It is suggested that the Board consider establishing the working group at its September meeting TBC

Key: Pre-Decision Scrutiny Pro-active Scrutiny

	Resources Directorate: Transformation Budget, Licensing costs, Revenue & Benefits,			
	POTENTIAL WORKING GROUP - Public Consultations	TBC	TBC	TBC
	POTENTIAL WORKING GROUP - Performance of the Council	TBC	TBC	TBC
Item suggestions for Briefing Sessions				
	Coastal / Town Centre Business Improvement Districts – Building a Sense of Place	Presentation and Discussion Item in Committee	Portfolio Holder for Dynamic Places Portfolio Holder for Connected communities	No formal report / item for discussion.

Key:  Pre-Decision Scrutiny  Pro-active Scrutiny