

HEALTH AND ADULT SOCIAL CARE OVERVIEW AND SCRUTINY COMMITTEE



Report subject	Work Plan
Meeting date	19 May 2026
Status	Public Report
Executive summary	The Health and Adult Social Care Overview and Scrutiny (O&S) Committee is asked to consider and confirm work priorities as plotted on the draft Work Plan.
Recommendations	<p>It is RECOMMENDED that the Committee consider and confirm:</p> <ul style="list-style-type: none"> a) the refreshed Work Plan priorities plotted into the draft work plan b) any items currently shown on the long list it may wish to prioritise within the Work Plan c) how it wishes to receive information only items d) the Committee's lens of 'Equality of Access to Person Centred Integrated Care'.
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	Louise Smith, Senior Democratic and Overview and Scrutiny Officer 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 Health and Adult Social Care Overview and Scrutiny Committee (HASC O&S) 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, subject to any updates agreed at the meeting.
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. Resources available for 2026/27 HASC O&S are set out in detail at paragraph 14.

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. In 2024, a working group of HASC O&S created the following [HASC O&S Data Toolkit](#), which was approved by the Committee. This resource now requires refreshing in areas but still proves a useful tool.
10. The Corporate dashboard can also be used by the Committee to assist with work planning and can be found here [performance dashboard](#).

Work Programming 2026-27

Methodology

11. In early 2026, potential topics for all O&S Committees were sourced from a range of stakeholders in a desktop exercise. Topics were received from councillors, officers, Cabinet members and partners of the council. The Chair of HASC O&S requested that work planning be done via circulation of topics to Committee with an accompanying questionnaire to identify individual members' priorities.

12. The questionnaire was designed in three separate sections – new proactive items to be considered, proactive items already on the work plan with no date allocated and information only items. The ask was for Committee Members to prioritise their top five items for each category. Three responses were received. The priorities chosen and long list with dates yet to be allocated can be found at appendix 2 to this report.
13. The long list will be appended to the work plan moving forward and can be referred to when considering future scrutiny requests that may arise.

Scrutiny resources available in 2026/27

14. When considering topic priorities, a good practice approach of allocating 1 hour of scrutiny per topic for sufficient depth and effectiveness of inquiry, and 2/3 hours of scrutiny per committee is recommended. On this basis, **the illustrative resource capacity for HASC O&S for 2026/27 is:**

- 3/4 hours - pre-decision (scrutiny of Cabinet reports)
- 10 hours – proactive scrutiny (topics requested by O&S)
- 1/2 hours – reactive scrutiny topics (those that are unplanned and urgent)
- 4 hours – briefings (information giving sessions between meetings, assuming this is agreed by Committee)

PLUS

- Approximately 1 working group (priority order of all working groups to be determined by O&S Chairs / Vice Chairs group)
- Unlimited rapporteurs (member-led independent work)
- Unlimited info only reports

Shortlisted Topics for 2026/27

15. The top priorities from new proactive items within the questionnaire results have been plotted into the work plan in consultation with the Chair and Officers to ensure items are received at a meaningful and impactful time within the municipal year.
16. In addition, continued overview and scrutiny of the Fulfilled Lives and FutureCare Programmes has continued to be plotted in as previously agreed by Committee and in recognition of these significant programmes of work.

Approach to Information only items –for committee consideration

17. The Committee previously agreed to information only briefing sessions which have been scheduled on Teams in advance and enable the Committee an opportunity to receive information only items. This frees up committee time for issues which require active scrutiny.
18. These briefings have been consistently poorly attended by Committee members with an average one third of Committee turn out. To make best use of both councillor and officer resource, the Committee is therefore asked to reconsider whether this remains an appropriate mechanism for receipt of information. The options for receipt of information are:
 - To continue with briefings for a trial period to review if attendance improves,
 - Request short briefing notes on key topics which can be circulated in between meetings, or;

- Receiving reports on the agenda as a 'information only reports', with no discussion in Committee planned.

Next Steps and In Year Scrutiny Requests

19. Pre-decision topics can be identified and confirmed by HASC O&S on a periodic basis when the Cabinet Forward Plan is refreshed.
20. Any Working group suggestions will be passed to the O&S Chairs and Vice Chairs Group for consideration. The Group will agree the order of progression for working groups, in line with Constitution requirements which allow for one working group to be progressed at a time across the whole O&S function.
21. Key Lines of Enquiry documents will be progressed for individual scrutiny topics . Advice on scoping will be sought from officers to strengthen inquiries (in line with usual practice) and from the O&S Chairs and Vice Chairs Group (to provide additional test and challenge, in line with updated Constitution requirements).
22. In year topic requests and reactive scrutiny: notwithstanding the HASC O&S planning of its annual programme of work, Councillors retain the right to suggest scrutiny topics throughout the year and the need for reactive scrutiny may occur. Requests for scrutiny work may also be made by residents and other council bodies, such as full Council, at any time.
23. For arising 'in year' requests or reactive scrutiny items, HASC O&S can assess the topics on an individual basis in consultation with the Chair or during Committee time. Where scrutiny capacity is reached, HASC O&S can weigh up the value of swapping scrutiny topics as required.

Options Appraisal

24. To ensure that work can be accommodated within available resources, the total number of scrutiny slots available should not be exceeded. The Committee may choose to confirm the topics as proposed within the Work Plan at Appendix A, or swap topics for others listed within Appendix B (or any other topic arising), but should remain within the total resource availability as set out.

Summary of financial implications

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

Summary of legal implications

26. 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

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

Summary of sustainability impact

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

Summary of public health implications

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

Summary of equality implications

30. 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

31. 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’](#)
- [performance dashboard](#)

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

Appendices

Appendix A - Current HASC O&S Work Plan

Appendix B – Consultation results and long list of items