

Forward Plan – BCP Shadow Overview and Scrutiny Committee

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

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

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

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

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

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

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

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

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