



Co-ordinating O&S Committee: Work Programme 2019/20

Chair	Cllr Carl Rice
Deputy Chair	Cllr Kath Scott
Committee Members:	Cllrs: Deirdre Alden, Tahir Ali, Albert Bore, Debbie Clancy, Liz Clements, Roger Harmer, Charlotte Hodiola, Penny Holbrook, Mariam Khan and Rob Pocock
Committee Support:	Scrutiny Team: Emma Williamson (464 6870) Committee Manager: Marie Reynolds (464 4104)

1 Terms of Reference

- 1.1 To plan and co-ordinate the work of all the O&S Committees. To fulfil the functions of an O&S Committee as they relate to any policies, services and activities concerning governance (including transparency, regional working and partnerships); citizens (including communications and public engagement); performance; customer services and emergency planning.

2 Meeting Schedule

Date	Item	Officer contact
14 June 2019 10.00 am Committee Room 3&4 Report Deadline: 5 Jun 19	Deputy Leader: update	Rose Horsfall, Cabinet Support Officer
	JNC re-structure – deferred from April 2019	Dawn Baxendale, Chief Executive; Dawn Hewins, Director HR
	Review of Call-In Procedure	Emma Williamson, Head of Scrutiny Services
12 July 2019 10.00 am Committee Room 3&4 Report Deadline: 3 Jul 19	Leader of the Council: Priorities, including <ul style="list-style-type: none">Investment in the cityWest Midlands Combined Authority	Rebecca Grant, Cabinet Support Officer
06 September 2019 10.00 am Committee Room 3&4 Report Deadline: 28 Aug 19	Customer services	Emma Williamson, Head of Scrutiny Services
	Late reports (following motion to City Council on 1/06/19)	Emma Williamson, Head of Scrutiny Services
04 October 2019	Evidence gathering – customer services?	



Date	Item	Officer contact
10.00 am Committee Room 3&4 Report Deadline: 25 Sep 19	Armed forces – report from Armed Forces Champion (following motion to City Council on 1/11/18)	
08 November 2019 10.00 am Committee Room 3&4 Report Deadline: 30 Oct 19	<i>Leader (TBC)</i> - governance, partnerships and the Council Plan.	
06 December 2019 10.00am Committee Room 3&4 Report Deadline: 27 Nov 19		
10 January 2020 Committee Room 3&4 Report Deadline: 31 Dec 19	Report on Progress: Full Council Inquiry	
07 February 2020 Committee Room 3&4 Report Deadline: 29 Jan 20		
06 March 2020 Committee Room 3&4 Report Deadline: 26 Feb 20		
03 April 2020 Committee Room 3&4 Report Deadline: 25 Mar 20		

3 Items to be scheduled



4 Other Meetings

Informal Meetings

12th July 2019 Informal meeting to discuss draft report for the Full Council inquiry

Call in

None scheduled

Petitions

None scheduled

Councillor Call for Action requests

None scheduled

5 Forward Plan

5.1 Below is an extract of the Forward Plan, detailing those decisions relating to this Committee's remit.

Deputy Leader		
Ref No.	Title	Proposed Date of Decision
006060/2019	Dollman St – Post Room Options	29 Oct 19
006895/2019	Performance Monitoring Report - April to August 2019	29 Oct 19
006897/2020	Performance Monitoring Report - April to November	11 Feb 20
006898/2020	Performance Monitoring Report - April 2019 to March 2020	23 Jun 20

6 Scrutiny Reports to City Council

O&S Committee	Report Title	Date for Council
Co-ordinating	Full Council Meeting	September 2019
Health and Social Care	Period Poverty	November 2019