

BIRMINGHAM CITY COUNCIL

CO-ORDINATING OVERVIEW AND SCRUTINY COMMITTEE

FRIDAY, 15 DECEMBER 2023 AT 10:00 HOURS
IN COMMITTEE ROOMS 3 & 4, COUNCIL HOUSE, VICTORIA
SQUARE, BIRMINGHAM, B1 1BB

A G E N D A

1 NOTICE OF RECORDING/WEBCAST

The Chair to advise/meeting to note that this meeting will be webcast for live or subsequent broadcast via the Council's Public-I microsite ([please click this link](#)) and that members of the press/public may record and take photographs except where there are confidential or exempt items.

2 APOLOGIES

To receive any apologies.

3 DECLARATIONS OF INTERESTS

Members are reminded they must declare all relevant pecuniary and other registerable interests arising from any business to be discussed at this meeting.

If a disclosable pecuniary interest is declared a Member must not participate in any discussion or vote on the matter and must not remain in the room unless they have been granted a dispensation.

If other registerable interests are declared a Member may speak on the matter only if members of the public are allowed to speak at the meeting but otherwise must not take part in any discussion or vote on the matter and must not remain in the room unless they have been granted a dispensation.

If it is a 'sensitive interest', Members do not have to disclose the nature of the interest, just that they have an interest.

Information on the Local Government Association's Model Councillor Code of Conduct is set out via <http://bit.ly/3WtGQnN>. This includes, at Appendix 1, an interests flowchart which provides a simple guide to declaring interests at meetings.

- 5 - 14**
- 4 **MINUTES**
- To confirm the public minutes from the Co-ordinating Overview and Scrutiny Committee meeting held on 13 October 2023.
- 15 - 18**
- 5 **CO-ORDINATING OVERVIEW AND SCRUTINY COMMITTEE ACTION TRACKER**
- To review and note the actions from previous Co-ordinating Overview and Scrutiny Committee meetings.
- 6 **COMMISSIONER'S REVIEW AND COMMENTS ON THE AGENDA**
- To note that the reports on this agenda have been reviewed but no comments have been received from the Commissioner on this agenda.
- 19 - 36**
- 7 **CORPORATE RESPONSE TO THE REVIEW BY OVERVIEW AND SCRUTINY OF THE HOMES FOR UKRAINE PROGRAMME**
- This report, from the Director of Strategy, Equality and Partnerships, provides a response to the recommendations of the Committee from 14 April 2023 on the outcome of the Ukraine Response Task and Finish Group. The Task and Finish Group reviewed the Council's response to the Homes for Ukraine Scheme, the key issues and performance of the programme following the initial report to the Committee on the 27 of January 2023.
- 37 - 44**
- 8 **THE IMPACT OF THE ELECTIONS ACT 2022**
- To consider the attached report from the Returning Officer.
- 45 - 144**
- 9 **CO-ORDINATING OVERVIEW AND SCRUTINY COMMITTEE WORK PROGRAMME 2023/24**
- To consider the attached work programmes and to agree any updates / amendments.
- 10 **REQUEST(S) FOR CALL IN/COUNCILLOR CALL FOR ACTION/PETITIONS RECEIVED (IF ANY)**

To consider any request for call in/councillor call for action/petitions (if received).

11 **OTHER URGENT BUSINESS**

To consider any items of business by reason of special circumstances (to be specified) that in the opinion of the Chair are matters of urgency.

12 **DATE OF NEXT MEETING**

To note that the next meeting will take place on 26 January 2024 at 1000 hours.

13 **AUTHORITY TO CHAIR AND OFFICERS**

Chair to move:-

'In an urgent situation between meetings, the Chair jointly with the relevant Chief Officer has authority to act on behalf of the Committee'.

BIRMINGHAM CITY COUNCIL

COORDINATING O&S COMMITTEE – PUBLIC MEETING

1000 hours on Friday 13th October 2023, Committee Rooms 3 and 4,

Council House, Victoria Square, B1 1BB

Minutes

Present:

Councillor Albert Bore (Chair)

Councillors: Mick Brown (left at 11:30am), Jack Deakin, Mohammed Idrees, Kerry Jenkins, Shabrana Hussain, Chaman Lal, Ewan Mackey, Darius Sandhu, Alex Yip.

Also Present:

Councillor David Barker

Councillor Katherine Iroh

Janie Berry, City Solicitor and Monitoring Officer

Fiona Greenway, Interim Director of Finance (Section 151 Officer)

Timothy Bell, Consultant - Corporate Finance

Christian Scade, Head of Scrutiny and Committee Services

Richard Brooks, Director of Strategy, Equality & Partnerships (Online)

Wendy Griffiths, Assistant Director Customer Services and Business Support (Online)

Cheryl Doran, Assistant Director & CIO, Digital & Customer Services (Online)

Ekbal Hussain, Interim Business Cases Business Partner, Finance and Governance

1. NOTICE OF RECORDING/WEBCAST

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2. APOLOGIES

Apologies were received from Councillors Lee Marsham and Akhlaq Ahmed.

3. DECLARATIONS OF INTERESTS

During the consideration of the Scrutiny of Delivery of 2023/24 Budget Savings and Update on the Council's Response to the Section 114 Notice and Financial Recovery Plan item, Councillor Jenkins made a declaration that she was a member of a Trade Union.

4. ACTION NOTES – 15 September 2023

RESOLVED: That the action notes of the Co-ordinating OSC meeting held on 15 September 2023 be approved as a correct record and signed by the Chair.

5. CO-ORDINATING OVERVIEW AND SCRUTINY COMMITTEE ACTION TRACKER

RESOLVED: That the Co-ordinating OSC action tracker be noted

6. SCRUTINY OF DELIVERY OF 2023/24 BUDGET SAVINGS AND UPDATE ON COUNCIL'S RESPONSE TO SECTION 114 NOTICE AND FINANCIAL RECOVERY PLAN

During the consideration of this item, Councillor Jenkins made a declaration that she was a member of a Trade Union.

The Chair explained that on 15 September 2023 the Committee had agreed that all Overview and Scrutiny Committees would continue to scrutinise the delivery of existing 2023/24 savings. It was noted that Appendix 1 set out the red, amber, green (RAG) rated savings for 2023/24 by Committee and Directorate at the end of Quarter 1, while Appendix 2 set out the progress on delivery of savings during Quarter 2 and 3.

In the ensuing discussion, the following issues were raised:

- The first two references to Coordinating Overview and Scrutiny Committee (OSC) in Appendix 1 were about capitalising salaries of Alexander Stadium build and revenue benefit from capitalising the indoor track at Arena. However, they did not appear in Appendix 2. This was because all of the savings items and some of the debit items were included in Quarter 1 (Q1), as such the items referred to were not specific savings for 2023/24 and were removed to allow the Committee to focus on the savings required.
- The reason that the IT&D Service Redesign was not included in Appendix 1 but was added to Appendix 2 was because savings were identified in the outturn process for 2022/23 and whilst this had been delivered in 2022/23 it needed to be delivered in 2023/24 on an ongoing basis and needed to be monitored in terms of deliverability.
- In addition to Red, Amber and Green, a Black category had been introduced for items that could not be delivered and as such were written off.

- Regarding the new ways of working fieldworker, an application was being developed for staff to work on handheld devices and improve efficiency, however the take-up had been difficult. Given the value of the savings and some of the other initiatives that services had in progress, it was difficult to hit the priority level as a cross-cutting saving. The team was aiming to review this with services to help them achieve savings.
- With regards to comments from the Commissioners about concerns about savings reported in the paper, a lot of the automation proposals impacted people and created a Human Resource issue which had resulted in some push-back. The severity of the Council's financial situation and the difficulty of addressing it was highlighted.

In response to questions from the Committee, it was clarified that:

- The medium risks flagged at Q1 mostly related to vacancy management and each directorate had a vacancy management target, similarly with fees and charges each directorate had a target. The majority of the £28m at risk was fees and charges and vacancy management and directorates were working to deliver these targets, however, it had not been possible to confirm how much of this had been delivered.
- Issues raised concerning Oracle would be raised at the Oracle Members' Oversight Board later that day.
- Regarding attendance at the Section 151 Spend Control Board, Cllrs Bore and Deakin were informed by the Interim Director Finance (Section 151 Officer) that they could regularly attend as observers.
- In terms of risk being built into investments to deliver savings, there would be a series of workshops in November with directors and the Corporate Leadership Team and members.
- In terms of the outturn for 2022/23, it was explained that this was expected to go to Cabinet in November in line with statutory recommendations. The figures were in the broad ballpark of what they were estimated to be.
- Central government would need to be asked permission to capitalise revenue spend to be able to put capital receipts against them.
- The sale of assets would be reviewed as part of the ongoing work on reviewing the assets list. Any impact of the loss of potential income would be taken as part of a value for money study.

- In terms of recuperating the savings that were now highlighted as black, it was explained that a financial recovery plan was expected to go to Full Council in late October and that work was being undertaken across all services to alleviate pressures and find replacement savings across the Council.
- In terms of the impact of the Mutually Agreed Resignation Scheme (MARS) and the spend controls, an officer from People Services would need to be asked to provide further information. The Section 151 Officer would enquire on this issue and the issue could be explored further by Finance and Resources OSC.
- With regard to the specific issue raised of the use of Robotic Process Automation Technology to automate manual processes, the project was in flight, resourced and there was engagement from service areas, however, with different priorities it had taken longer than anticipated to get the project running this financial year, although there was opportunity for future years. With regard to the specific issue raised of the use of voice automation, this saving was already part of a previous programme which had been scheduled in for 2025/26. As part of looking at accelerated savings as part of the Medium Term Financial Plan (MTFP), this had been asked to be brought forward to this financial year and scaled up to a £2m saving. There had been a number of issues in trying to get approval for piloting, however, savings could be made once the technology was in place and there had been approval from the Spend Control Boards to spend £250k to improve the concept, and once there was assurance on this it would be scaled up to the wider services across the Council. However, if this could not come through to Cabinet until December, it may not be possible to achieve any in-year savings. Following a request from the Committee, it was explained that the possibility of putting an urgent report through to Cabinet in November would be explored.
- The Chair had been engaged with the Section 151 Officer and the Commissioner regarding how scrutiny could add value to addressing the following questions:
 - How the Council would close the in-year budget gap during 2023/24?
 - How can scrutiny could best contribute to the development of budget proposals for 2024/25?
 - How and when comments / recommendations from scrutiny should be reported to Cabinet, ahead of budget proposals being considered by Full Council in February 2024?

During the discussion that followed, it was recognised that officers were stretched in terms of resource availability, and that this needed to be reflected in the way that scrutiny engaged with this work. The Chair informed that Committee that a Task and Finish approach had been considered and that draft terms of reference for this work were being developed. It was explained this work would be led by the Finance and Resources OSC, chaired by Cllr Jack Deakin, with membership widened to ensure suitable input from each Overview and Scrutiny Committees and from all political groups.

The importance of elected members having access to private papers was raised and the importance of papers being timely in the interest of openness and transparency was emphasised. Further to this, the importance of looking back at the history of an issue when considering the reasons for a decision or the potential need for a different decision was raised. It was added that Local Government Association (LGA) guidance stated that Scrutiny Committees were entitled to receive any information requested, in respect of matters under scrutiny by those members.

A range of other issues were also considered, including:

- The merits of cross-party Chairing in the interest of good governance and oversight were mentioned.
- The need for the scrutiny work programme to refocus on the Council's recovery, budget and improvement priorities to ensure the best use of Scrutiny resource and the time of officers across the council working with scrutiny.

RESOLVED:-

- That the Interim Director of Finance (Section 151 Officer) and Assistant Director Customer Services and Business Support be asked to consider the possibility of taking a report to Cabinet in November concerning Voice Automation.
- That a cross-party/cross OSC Task and Finish Group led by Finance and Resources OSC be set up to discuss budgetary issues. This would be Chaired by the Chair of Finances and Resources OSC but involving the other Chairs of OSCs.

7. BIRMINGHAM CITY COUNCIL COST OF LIVING PROGRAMME

The Chair and the Director of Strategy, Equality & Partnerships introduced the report, including the recommendations from the Scrutiny Task and Finish Group.

It was explained that the Council had set up the Cost of Living (CoL) programme in September 2022. The purpose of the Task and Finish Group was therefore to consider the performance of the programme over the first 12 months. The scrutiny process had involved three sessions, each focusing on a particular element of the programme. The first session on 28th July 2023, examined the internal processes involved in delivery. The second, on 22nd September, considered the performance of three of the core work streams: Warm Welcome, Food Provision, and Information, Advice and Guidance, as well as the potential synergies between these delivery strands. The third session, on 28th September, sought to draw together the findings and to formulate recommendations for the future development of the Cost of Living Programme.

In the ensuing discussion, the following issues were raised:

- There needed to be acknowledgement of how radical and far-reaching the project had been, and the project was found to be working well.
- The process had been constructive and there were a set of constructive and positive things to take forward from the recommendations and many were underway including extending the strategic group by sending out a letter to draw in new partners.
- The work of the Cost-of-Living Programme continued to evolve. A set of initiatives were signed off by the Strategic Group that were in line with the recommendations of the Task and Finish Group.
- Concern was raised that the programme was not reaching the full scale of need in the city, which was a recognised challenge. However, needs were attempted to be met by innovative, agile and efficient ways that made the best use of the resources of the Council and of partners and communities.
- The value of hearing directly from people delivering work in partnership with the Council or recipients and collaborators in that support was stressed.
- It was suggested that the Committee be updated on actions in 3-6 months' time.
- There would be a Cost-of-living week in early November planned by the Council.
- The possibility of exploring ways to get national recognition for the programme was raised.

- The Council was required by the Government to produce an improvements plan, it was suggested that recommendations from scrutiny work could be brought into this.
- Lessons learned included the idea of the Council being a convening space. People giving evidence had said how useful the council was as a space doing the background work that helped them to do the frontline work.
- In terms of help for households struggling with utility bills, there was a strand of the programme which was targeted towards cash support for low-income households. As part of this, energy vouchers were administered. Additionally, cash support was issued through the Household Support Fund. This money was issued through the infrastructure of advice, guidance and direct contacts teams.
- On the issue of employment and avoiding generational poverty, much of what the Council did relating to the Cost-of-Living challenge was about creating a dynamic economy, creating a city which generated employment and helping young people to be ready for education to gain the skills, capabilities and qualifications whilst in primary and secondary school and then supporting their transition into further education and training and employment. The area focussed on in this second phase of the programme was employability and skills, however here had been a challenge shaping this in the environment of the Section 114 notice as a lot of this activity was not statutorily required by the Council and as such the financial resilience reserve monies could not be applied to the originally planned activities. However, it was aimed to access some Public Health grant money to support this activity.
- With regard to helping service users maintain dignity to help accessibility of services, in order to avoid stigma, the Warm Welcome Spaces were not called 'warm banks', additionally there was an emphasis on using trusted local organisations that could be accessed without stigma. Additionally, in the food programme, there had been a move away from 'food banks' towards other sustainable programmes such as community pantries or shared food projects, partly to make them feel more inclusive but also to make them more financially stable.

RESOLVED:-

- That the recommendations set out in the report presented be endorsed.
- That an item be added to the workplan for six months' time to feedback on where the recommendations had been taken to.

8. SCRUTINY WORK PROGRAMME

The Chair introduced the report.

In the ensuing discussion, the following issues were raised:

- All items for the Finances and Resources OSC had been underpinned by the issues around the Section 114 notice, achieving budget savings and focussing on going forward with the job evaluation. The Committee would explore how it could add value while working with the Commissioners.
- The November meeting of the Finances and Resources Scrutiny Committee would be re-arranged.
- With regard to the Homes OSC, Exempt Accommodation would be an item at the next meeting. This had been an issue for a lot of neighbourhoods in Birmingham. Additionally, Budget Savings would be considered as a standard item on the agenda. It was highlighted that there was some scope to deliver some savings with less use of temporary accommodation. The work programme would be reviewed as the situation changed.
- The Homes OSC had set up a Task and Finish Group on the Repairs Service, Chaired by Cllr Wood, a Conservative member.
- The Sustainability and Transport OSC had their final evidence-gathering meeting, concerning Active Travel, in two-weeks' time. It's next formal meeting on 9th November would wrap up the first Task and Finish. There would also be a formal meeting on the next Task and Finish on Road Safety, however, it would need to be looked at in the context of the overall issues surrounding revenue and cost saving. The committee was looking at what they could put in the workplan and move around in case there was a need to be more flexible. It was noted that the Committee looked mostly at external funds administered by Council staff rather than Council revenue.
- Neighbourhoods OSC would look at the budget line-by-line to discuss the impact.
- The Domestic Abuse Prevention Strategy would be considered by the Neighbourhoods OSC. It was noted that this was currently out for consultation.
- Neighbourhoods OSC would also be holding an informal meeting to discuss how Waste Services used the "the slab in the cab" tool.

- The November meeting of the Economy and Skills OSC would consider an item brought forward from the October meeting on the Local Skills Improvement Plan and the implications for Birmingham and the role of the Council in supporting skills in the city. It would also consider an item on Budget Savings.
- Issues raised in the press about home-to-school transport were being picked up by the Audit Committee.

In addition to the above the Chair highlighted that there would be a need for each of the scrutiny work programmes to refocus on the Council's recovery, budget and improvement priorities to ensure the best use of Scrutiny resource and the time of officers across the council working with scrutiny.

RESOLVED:-

- That the Work Programme for the Co-ordinating OSC be noted.
- That the Work Programmes for each of the other 7 Overview and Scrutiny Committees be noted.

9. REQUEST(S) FOR CALL IN/COUNCILLOR CALL FOR ACTION/PETITIONS RECEIVED (IF ANY)

There were no requests for Call In for Co-ordinating OSC.

10. OTHER URGENT BUSINESS

There were no items of urgent business.

11. DATE AND TIME OF NEXT MEETING

It was noted that next meeting of the Co-ordinating Overview and Scrutiny Committee would be 17 November 2023.

The meeting ended at 11:50am

CO-ORDINATING OSC
ACTION TRACKER 2023/24

	Date	Agenda Item	Action	Notes
1.	27 January 2023	Cabinet Member Social Justice, Community Safety & Equalities	The Cabinet Member agreed to meet with the Board of Deputies and the Jewish Leadership Council and will confirm if the letter was sent to the MPs when the definition was adopted and restate the message	<p>IN PROGRESS</p> <p>Cllr Brennan has met with Leader and is now in the process of arranging visits with a number of faith leaders, including Board of Deputies and the Jewish Leaders and will circulate the letter. It is not possible to confirm that a letter was issued to MPs, but Cllr Brennan will circulate a letter following her visit.</p> <p>UPDATE (30 Nov 2023) As a result of the current conflict in the Middle East the actions (see above) have not taken place as previously advised. The Cabinet Member and Officers are in regular discussions with the Jewish Community and the CST and will reconsider actions as a result of the conflict and increases in Antisemitism that have been seen.</p>
2.	16 June 2023	Developing the Co-ordinating OSC Scrutiny Work Programme 2023/24	A short briefing note on OFLOG, and its functions and powers, to be produced once more is known about it.	<p>IN PROGRESS</p> <p>The Head of Scrutiny and Committee Services to liaise with the AD Programmes, Performance and Improvement on this.</p>
3.	14 July 2023	Co-ordinating OSC Work Programme 2023/24	That the issue of Equal Pay / Budget Recovery be included on the agenda for each OSC, perhaps as a standing item.	<p>IN PROGRESS / ONGOING</p> <p>At the October Co-ordinating OSC a Budget Scrutiny Task and Finish Group was established to lead work in this area. This</p>

				will be chaired by the Chair of Finance and Resources and will address three key questions: How will the Council close the in-year budget during 2023/24? How can scrutiny contribute to the development of the Budget proposals for 2024/25? What comments / recommendations do scrutiny wish to make to Cabinet with the 2024/5 budget proposals are considered?
4.	15 Sept 2023	Financial Challenges – Scrutiny Contribution	That the presence of a scrutiny member as an observer on the Spend Control Boards be considered.	APPROVED / ONGOING The Chair of Co-ordinating OSC and the Chair of Finance and Resources have been invited to attend meetings as observers.
5.	15 Sept 2023	Financial Challenges – Scrutiny Contribution	Interim Director of Finance (Section 151 Officer) to ensure that information on statutory recommendations is forwarded to members.	IN PROGRESS / ONGOING
7.	15 Sept 2023	Financial Challenges – Scrutiny Contribution	Discussion be held with the Chairs of the Audit Committee and OSCs on how to modify work programmes and if such modifications are necessary to ensure that value was added in the context of financial challenges.	IN PROGRESS / ONGOING This will be picked up as part of work to respond to the CfGS Governance Review, especially recommendation 6 (<i>Strengthen working relationships between the Chairs of Scrutiny Committees and the Chair of the Audit Committee to lead and direct the function</i>) and recommendation 7 (<i>Put in place new arrangements for the support of the internal audit function, the audit committee, and the links between audit and scrutiny</i>).
8.	13 Oct 2023	Scrutiny of Delivery of 2023/24 Budget Savings and update on Council's response	That the Interim Director of Finance (Section 151 Officer) and Assistant Director Customer Services and Business Support be asked to	COMPLETE Cabinet considered, and agreed recommendations, in relation to Voice

		to Section 114 Notice and Financial Recovery Plan	consider the possibility of taking a report to Cabinet in November concerning Voice Automation.	Automation on 14 November – this can be viewed via CMIS > Meetings
9.	13 Oct 2023	Scrutiny of Delivery of 2023/24 Budget Savings and update on Council's response to Section 114 Notice and Financial Recovery Plan.	That a cross-party/cross OSC Task and Finish Group led by Finance and Resources OSC be set up to discuss budgetary issues. This would be Chaired by the Chair of Finances and Resources OSC but involving the other Chairs of OSCs.	IN PROGRESS This has now been set up and met for the first time on 20 November.
10.	13 Oct 2023	Scrutiny Work Programme	The Chair highlighted that there would be a need for each of the scrutiny work programmes to refocus on the Council's recovery, budget and improvement priorities to ensure the best use of Scrutiny resource and the time of officers across the council working with scrutiny.	IN PROGRES / ONGOING

Birmingham City Council

Response to Overview and Scrutiny Committee

Date 16th October 2023



Subject: Corporate Response to the Review by Overview and Scrutiny Committee of the Homes for Ukraine programme

Report of: Richard Brooks, Director of Strategy, Equality and Partnerships

Report author: Sal Naseem, Assistant Director Insight, Policy and Strategy

1 Purpose

- 1.1 To acknowledge and respond to the 17 recommendations of the Committee from 14th April 2023 on the outcome of the Ukraine Response Task and Finish Group, which reviewed the Council's response to the Homes for Ukraine Scheme, the key issues and performance of the programme following the initial report to the Committee on the 27th of January 2023.
- 1.2 To respond to Cllr Bore that the report provides a response to the recent reports that 1000 asylum seekers will be placed in Birmingham before Christmas and who the recommendations from the Task and Finish Group will inform the Council's response.
- 1.3 To consider the attached table delineating management actions relating to Committee's recommendations.

2 Recommendations

- 2.1 To acknowledge the information contained in the City Council Response to the Homes for Ukraine Scheme.

3 Any Finance Implications

- 3.1 There are no finance implications directly relating to this report.

4 Any Legal Implications

- 4.1 There are no legal implications directly relating to this report.

5 Any Equalities Implications

- 5.1 While not all the factors in the Ukraine scheme can be replicated and so the same ratio of success may not be achievable, Council Management is committed to ensuring equitable treatment on the grounds of all protected characteristics with, in the case of resettlement programmes, special attention paid to possible inequalities arising in treatment related to race, ethnicity, and nationality. Council Management is aware, accepts, and is already actioning on the recommendation xvii, which advises the Council to utilise the lessons of the Ukraine Response to provide coherent and equitable support to other refugees, migrants, and asylum seekers.

6 Appendices

- 6.1 Appendix 1. Management Actions table which includes all original recommendations from the OSC and the Council's response since January 2023.

7 Background Papers

- 7.1 Report of Ukraine Response Task and Finish Group. 14 April 2023, BCC Coordinating Overview and Scrutiny Committee.

8 Council Response to Individual Recommendations

- 8.1 The Coordinating Overview and Scrutiny Committee set up a task and finish group after convening in February earlier this year. This group was chaired by Councillor Bore and heard evidence from a number of parties which was outlined in their report of 14th April 2023. The task and finish group made 17 recommendations; the appendix attached to the end of this report provides the detailed narrative against each of these recommendations from relevant officers within the Council. This report will reflect high-level observations from this appendix against each of these recommendations in turn, as well as a view on the broader corporate narrative.

- 8.2 **Recommendation 1:** *The Council should have invested more time early in the programme in discovering and pro-actively engaging with community and voluntary sector groups and citizens. Whilst Birmingham Voluntary Service Council was involved in some of this outreach work, the Council should not solely outsource community engagement work of this kind.*

Council Response:

This recommendation is accepted, and the point recognised that this was not an initial priority. However, an engagement approach was implemented with all stakeholders in October 2022. This involved monthly meetings with key community and voluntary organisations and the establishment of regular communications directly with guests and hosts. The lessons from this approach have been shared and guided a Cost-of-Living programme across the city with partners and citizens.

- 8.3 **Recommendation 2:** *The Council should consider, where appropriate, the role of Councillors in helping to proactively identify and engage with local community groups that may already be delivering or supporting the given area.*

Council Response:

This recommendation is accepted. Officers from the NDSU support the current infrastructure for councillors to engage with their local communities and constituents through supporting Ward Forum meetings and assisting with developing ward forum action plans. The Council is about to publish its vision and approach for public participation which will put people at the heart of council decision making. Both of these approaches need the elected Councillors to engage with their local communities which includes community groups to ensure they are actively supporting them as much as they are able to do so. This support could be from raising awareness of their services with others to supporting them in meeting specific needs such as information about funding opportunities to enrich the local offer for local people.

- 8.4 **Recommendation 3:** *The Council should have more robustly considered how it utilised its learning from the Covid 19 pandemic response. Whilst some of the emergency structures were used early on in the Ukraine response, there was not sufficient learning from the Covid work in terms of community and partner engagement.*

Council Response:

This recommendation is not accepted. The situation with the migration of Ukrainian refugees was never declared as an emergency response or a critical incident as the relevant threshold was not reached, whereas the Council's response to COVID followed well documented emergency arrangements, following the declaration of a major incident. The relevant point here is what learning has been applied organisationally from our COVID response, where local grassroot community organisations play a significant part in delivery. This learning was used in the Cost-of-Living programme. Here community groups were involved in the outset and included in the governance structures, forming part of the decision making that was made at pace.

- 8.5 **Recommendation 4:** *The convening role of Council was underestimated.*

Council Response: This recommendation is accepted.

- 8.6 **Recommendation 5:** *It should always be clear that any pro-bono work for the council is done with no expectation of future paid work; pro-bono work should always meet clearly identified needs; and the council should always consider any advantage conferred on a partner by carrying out such work in order to avoid unfairness. Pro-bono work should not normally lead to single-tender contracts with the provider.*

Council Response: This recommendation is accepted.

- 8.7 **Recommendation 6:** *There needs to be greater transparency of the 'waiver' procedure so where decisions are taken to go outside the process, everyone understands why such decisions have been made.*

Council Response:

This recommendation is not accepted. There is a robust internal governance process around the waiver procedure. Procurement websites are specialist in their nature and therefore will not be an avenue where residents can be more broadly informed of decisions. The nature of the Ukraine response saw a large degree of civic participation and therefore interest in the Council's decision-making processes. Therefore, alongside the publication on a publicly available procurement website (Find My Tender) the Council are also seeking to publish officer governance decisions.

- 8.8 **Recommendation 7:** *When the council develops data systems, it should consider inter-operability with its key providers and partners and seek to avoid creating additional work or costs for them, with a special awareness of data protection requirements.*

Council Response: This recommendation is accepted and has already been incorporated into the Council's Enterprise Architecture Principles which at a high level were approved at Cabinet in November 2022.

- 8.9 **Recommendation 8:** *In future programmes or situations of this kind, the council should consider earlier diversification of its supply of capacity, thinking widely and flexibly across the range of partners and providers available.*

Council Response:

This recommendation is accepted. This would however vary depending on the project specifics.

- 8.10 **Recommendation 9:** *Where possible, the council should develop a diverse ecosystem of 'pre vetted' providers that it can draw on quickly and flexibly, to avoid undue reliance on a single provider or the delays required by a full tendering process.*

Council Response:

This recommendation is not accepted. Pre-vetting or approved supplier lists are in contravention of Public Procurement Regulations 2015, and a case-by-case basis should be adopted to specific markets and categories. However, following the Ukraine programme the Council has established a framework of providers for

refugee resettlement and integration following an open market tendering exercise. This enables the Council to call off providers from the framework, minimising delays.

- 8.11 **Recommendation 10:** *Where Cabinet is presented with a single contract negotiation decision, particular care needs to be given to the assessment of risk, so this can help Cabinet to assess and advise on the appropriate mitigating actions that may need to be put in place to mitigate and/or reduce the risks.*

Council Response:

This recommendation is accepted, noting that this is a requirement for negotiated contracts under the Council's own Procurement and Contract Governance Rules and supporting Public Contracts Regulations 2015.

- 8.12 **Recommendation 11:** *Publishing a regular list of decisions taken under delegated and single award and officer name to encourage accountability and transparency.*

Council Response:

This recommendation is not accepted due to current circumstances. The Council is prevented, without explicit agreement of the Section 151 Officer, from entering into any new agreement or commitment for expenditure until Full Council has met to consider the Section 114 report. To note, all relevant Section 151 Spend Control Board decisions, for each of the Council's Directorates, are published and can be found on CMIS. In terms of lessons learnt from the Ukraine programme, the Cost-of-Living programme has piloted publishing Chief Officer delegated decisions.

- 8.13 **Recommendation 12:** *When awarding direct contracts through a single contract negotiation, the Council should consider limiting the initial duration of the contract, for example up to a maximum of 12 months to maintain flexibility.*

Council Response:

This recommendation is not accepted. Where it is deemed that a negotiated contract is the right way forward then each project must be considered on a case-by-case basis – in line with the negotiated procedure as set out in the Procurement and Contract Governance Rules / Public Contracts Regulations.

- 8.14 **Recommendation 13:** *The Council should continually engage and communicate with service users around changes to provision and the nature of support on offer. This will help to ensure that there is a common understanding of what is being delivered and why, which can help to manage expectations and improve partnership working.*

Council Response:

This recommendation is accepted, and the following communication strategy has been implemented featuring:

- Regular guest and host engagement activities.
- Regular provider-led stakeholder meetings.
- Newsletters and email blasts to stakeholders.
- A presence on locally created social media platforms.
- Regular visits to providers' offices and in the locations where the community grants are being delivered for face-to-face engagement with guests.
- A commitment to regularly engage through focus/listening groups prior to commissioning new services.

- 8.15 **Recommendation 14:** *The government provided additional school place funding to support Homes for Ukraine children – which is not available for Ukrainian children here under the Family Visa scheme or other Ukraine visa schemes. Despite this, many guests still struggled to secure the school place they wanted for their child or children, and this is disappointing. The council should consider what more it could do in similar situations to encourage and enable schools to accept refugee children. We welcome comment from schools to know what additional support/help is needed to enable them to offer more places.*

Council Response:

This recommendation has been accepted. In future the Council will seek to establish earlier and more effective communication to host families (or equivalents in the future) to support and manage their understanding of the school admission process and its statutory requirements. The learning from the Ukraine response will be embedded and consider the same approach to be applied as appropriate for all asylum seekers and refugee children.

- 8.16 **Recommendation 15:** *The Ukraine crisis created significant additional needs for housing when guests move on from their hosts. Birmingham City Council developed, in partnership with stakeholders and hosts, an innovative and well-received 'move on' scheme that provides direct financial support to guests moving into the private rented sector. However, there is a specific challenge with guests who are dependent on Universal Credit and require rent guarantees – the council should explore and support solutions for this group of guests.*

Council Response:

This recommendation is accepted. Benefit dependency means reliance on Local Housing Allowance (LHA) rates– (benefits contribution to rents), set by government currently making only 3% of family homes in the Birmingham private rented sector, affordable. Working across Housing Solutions and Support, the Accommodation Finding Team have secured 270 family homes in the private rented sector, at LHA rates, for households largely dependent on Universal Credit. This work is resource intensive and the 'offer' is constantly being reviewed and updated.

- 8.17 **Recommendation 16:** *Steps should be taken to expand English for speakers of other languages (ESOL) provision for Ukrainian guests and all refugees in the city, given the shortage of provision in the city.*

Council Response:

This recommendation is accepted. A significant programme of work was undertaken here, the full detail of which is contained in Appendix 1. Officers have listened to guests through a series of engagement activities and have procured additional formal and informal ESOL provision which equates to £300,000 of additional investment. A move away from sole reliance on traditional delivery methods linked to academic years has allowed Officers to commission provision for the next 12 months which is flexible and adaptable to meet the guests' needs.

9 Council's Response to Organisational Learning

9.1 The final recommendation concerns the overall corporate response to the Council.

9.2 **Recommendation 17:** *The Council applies the lessons of the Ukraine Response and now considers what can be applied to other groups in a coherent and equitable approach that will provide support for all refugees, migrants, and asylum seekers.*

9.3 Council Response:

The Council's response to the recommendations set out above do highlight how organisationally different areas have already adopted many of the recommendations from the Committee's report and learning from its Ukraine response, and indeed in many instances already implemented them.

It is worth noting from a Schools Admission perspective that in future they will seek to establish earlier and more effective communication to host families (or equivalents in the future) to support and manage their understanding of the school admission process and its statutory requirements. They will embed the learning from the Ukraine response scheme on admissions and consider the same approach to be applied as appropriate for all asylum seekers and refugee children.

In terms of Housing Solution and Support (HSS) the Ukraine, move-on programme, is a model of households being enabled to find their own housing solutions with financial, professional and community support. A 'Find your Own' HSS programme is being developed and rolled out to encourage and enable all households in housing need to identify their own solution, backed by the service. Not all the factors in the Ukraine scheme can be replicated and so the same ratio of success may not be achievable, however the scale of households in need is such that it may produce sufficient, valuable, outcomes.

Cost-of-Living programme in particular successfully models many of the recommendations from the Committee's report around early engagement and communication with citizens and relevant organisations. The pending new Public Participation strategy builds on these principles in a systemic way so that the citizens of Birmingham become involved in the decision making of the Council as upstream as possible, as opposed to just tokenistic consultations

10 Response to Cllr Bore's recent Question

- 10.1 Responding to Cllr. Bore's request that the report provides a response to the recent reports that 1000 asylum seekers will be placed in Birmingham before Christmas and how the recommendations from the Task and Finish Group will inform the Council's response, points 10.2-10.4 provides further detail and some qualification of recent reports. Points 10.5-10.10 provide detail on BCC and partners' plan to mitigate the associated risks. Point 10.11-10.14 onwards reflects on the learning from Homes 4 Ukraine.
- 10.2 Between 1st August and 31st December the Home Office is increasing the pace of asylum decision making through a number of means, with a view to clearing the asylum backlog – i.e. processing decisions for asylum claimants who are already present in the UK and Birmingham. Amongst these, the Government's streamlined asylum process is fast-tracking mainly positive decisions, the "Albania" programme is delivering largely negative decisions, and the general legacy programme is increasing the pace of standard decision making (approx. 67% grant rate) for cases in the backlog. In August, the Home Office shared projections of the numbers of asylum seekers already living in Birmingham that could receive decisions by the end of December 2023. At this stage it was expected that this would impact up to 1,000 claimants who are currently in receipt of accommodation support from the Home Office, in Birmingham.
- 10.3 So far over this period (1st August to 29th November) BCC has seen 389 households (488 individuals) leaving asylum accommodation in the city; this indicates far lower numbers than projected by the Home Office, but still around 4.5 times the number usually seen over an equivalent period.
- 10.4 As of 2022/23 local authorities have received single-year settlements of the Asylum Dispersal grant, designed to address costs associated with and provide support around being an asylum dispersal local authority. This is at a considerable lower rate than funding provided via the Homes 4 Ukraine and Refugee Resettlement programmes. There is no dedicated funding to support the integration of new refugees through the asylum route.
- 10.5 Below details BCC's plan to mitigate the risks of this:
- 10.6 **Provide bespoke support, early:** Birmingham City Council Refugees & Migration Team commissions the Refugee & Migrant Centre to deliver "Move-on" support to newly granted refugees. This support is provided to new refugees within 24 hours of notice of discontinuation of asylum support. This service has been extended and capacity within the service increased in order for the provider to respond to the volumes. The service includes: support with documentation, setting up bank accounts, starting Universal Credit claims, housing options, school placements, ESOL referrals, finding employment and further immigration advice.
- 10.7 **Prevent homelessness and/or housing inequality:** Following eviction from asylum accommodation in Birmingham, the trend is that families will often receive

housing assistance and be accommodated in BCC Temporary Accommodation whereas singles will often move into the Exempt Support Accommodation sector. From January '24 BCC Refugees & Migration Team will be working with its provider of Move-on support to trial innovative solutions to prevent negative housing outcomes and to facilitate access to the Private Rented Sector for singles and families. The second stage of this will be to consider a funding package similar to the Homes 4 Ukraine move-on model; this is subject to funding availability and approval of spend.

10.8 **Reduce negative outcomes:** There is a recognition that BCC, like all local authorities, is restricted in its ability to totally prevent homelessness and/or negative housing outcomes with this group, due to the limited information sharing arrangements between Home Office and local government prior to a discontinuation notice being issued, and the short notice period (max 28 days, markedly less than the 56 days under the Homelessness Reduction Act), and absence of proportionate funding for local government (compared to H4U and Refugee Resettlement). For this reason BCC is also exploring options to reduce stays in BCC TA and ESA, for example, through improved referral to tailored employability support. Again options being explored are subject to funding availability and approval of spend.

10.9 **Work in partnership:** BCC is working in partnership with Serco, Home Office asylum accommodation provider in the Midlands, to review communications to Service Users, ensuring that expectations are set early, and that people are receiving the right information in order to be able to help themselves and find the right support at the right time. BCC has also worked with DWP to support the creation of a dedicated team of JCP Refugee Troubleshooters to address challenges of processing UC claims with limited or missing documentation. BCC is working in close partnership with its main provider, Refugee & Migrant Centre, and has recently awarded 15 small grants to voluntary and community sector organisations working with asylum seekers prior to their receipt of a decision on their asylum claim.

10.10 **Learn and review:** BCC continues to internally review and scrutinise data, and is making improvements to data collection process to allow improved insight on the issue of homelessness amongst the migrant population more broadly. BCC is sharing practice and learning from other local authorities, both regionally and within our national forums, especially those that have piloted homelessness prevention initiatives with this group.

10.11 The following points reflect on the Homes 4 Ukraine recommendations from Scrutiny:

10.12 **Recommendation 1: *Invest time in proactively engaging with Community and voluntary sector.***

Birmingham has been an asylum dispersal area since 1999 and has a wide, diverse and extremely active voluntary and community sector working with

asylum seekers and refugees in the city. BCC has played a convening, coordinating and supportive role in this since 2016. Since 2017/18, the Council has hosted the Birmingham Migration Forum, a network of over 60 organisations working in this field in the city, and the City of Sanctuary Partnership Board, an oversight board for its strategic partners in the city. The Council also chairs and coordinates a Hotels Support meeting, since the proliferation of hotels use following the pandemic. The Council has always worked closely and alongside the voluntary community sector in the city around the delivery and coordination of support for asylum seekers and refugees in the city – clearly demonstrated by its long-term investment approach to funding in the city; having commissioned, grant-funded the sector and/or worked in partnership with the sector to deliver every programme of work since 2015.

Following receipt of asylum dispersal grant funding, the first funding for local authorities relating to asylum in over a decade, officers have undertaken extensive engagement with voluntary and faith sector partners at the outset to identify how the council can support community assets to promote positive outcomes for asylum seekers, build independence and minimise reliance on statutory services. This has shaped the development of a grants programme which has this month awarded 15 organisations up to £500,000 using ring fenced Home Office grant funding (that can only be used for this purpose). They will provide support across 5 thematic areas.

- Community – neighbourhood connections, cultural awareness, and use of community assets.
- Family – support to expectant mothers and young families, schools' admission, educational and supplementary learning, wider family support
- HELP – destitution support, advice, IAG
- Learning – ESOL (formal/informal) , higher education access, digital access and skills, work readiness,
- Wellness – Physical and mental wellbeing, physical activity and use of leisure/outdoor facilities.

10.13 **Recommendation 8: Diversification of suppliers.**

BCC has been able to utilise its **provider Flexible Contracting Agreement for refugee resettlement** and integration to step up the support available to respond to the increased numbers of asylum seekers that will require assistance with setting up bank accounts, claim benefits and understanding housing options. The following organisations are on the Flexible Contracting Agreement and will be able to bid for any future further competition released via the FCA. The FCA is now re-opened to accept bids from other suppliers.

Lot	Lot Name	Companies awarded
Lot 1	Tenancy & Family Support (follow on service)	1) Beam 2) Father Hudson's Society (Brushstrokes) 3) Migrant Helpline

		4) Spring Housing Association 5) The Refugee Migrant Centre Limited
Lot 2	Refugee Participation and Engagement	1) Bosnia and Herzegovina UK Network 2) Migrant Helpline 3) Refugee Action 4) The Refugee Migrant Centre Limited 5) Trident Reach the People Charity
Lot 3	Employability Service	1) Ashley Community & Housing Ltd (t/a ACH) 2) Beam 3) Bosnia and Herzegovina UK Network 4) Breaking Barriers 5) Father Hudson's Society 6) Migrant Helpline 7) The Refugee Migrant Centre Limited 8) Trident Reach the People Charity
Lot 4	Wellbeing & Mental Health	1) Birmingham and Solihull Mental Health NHS Foundation Trust 2) Father Hudson's Society 3) The Refugee Migrant Centre Ltd
Lot 5	Support, Orientation & Accommodation	1) Ashley Community & Housing Ltd (t/a ACH) 2) Central England Law Centre Limited 3) Father Hudsons Society (Brushstrokes) 4) Migrant Help 5) Refugee Action 6) The British Red Cross 7) The Refugee Migrant Centre Limited

10.14 Recommendations 15 and 17: Move on Support and Lessons Learned

As reflected in sections 10.6 to 10.10 above, the lessons learned from Homes for Ukraine are being considered in terms of opportunities to intervene early in the asylum journey for citizens residing in the many Home Office contingency hotels and dispersed accommodation across the city. A migration Programme board has been established to oversee the development and delivery of an Early Intervention Pathway with cross-council involvement.

The existing contract with BCC's provider of Asylum Move-on Support has been varied to increase resourcing within the contract to respond to the increase in volumes.

DWP have been proactively engaged to share insight and experiences. Following encouragement and support from BCC and its partners, DWP have set up Refugee Troubleshooter Single Points of Contact to assist with opening UC claims for people needing to urgent access to welfare income following discontinuations of asylum support.

11. Conclusion

- 11.1 I hope this report demonstrates that the Committee's work has been recognised and implemented in embedding the learning from the Council's Ukraine response into a change in organisational practice, which will in turn preserve this learning into corporate memory.

Co-ordinating overview and scrutiny

Management actions

Recommendation	Individual	Service Area	Comments
<p>Section 6: BCC Support Recommendation xvii</p> <p>The Council applies the lessons of the Ukraine Response and now considers what can be applied to other groups in a coherent and equitable approach that will provide support for all refugees, migrants, and asylum seekers.</p>	Stephen Philpott	Housing Solutions and Support	An objective within Housing Solutions and Support (HSSS) is to maximise access to appropriate private rented accommodation for citizens in housing need, recognising the shortfall in social housing. The Ukraine, move-on programme, is a model of households being enabled to find their own housing solutions with financial, professional and community support. A 'Find your Own' HSSS programme is being developed and rolled out to encourage and enable all households in housing need to identify their own solution, backed by the service. Not all the factors in the Ukraine scheme can be replicated and so the same ratio of success may not be achievable, however the scale of households in need is such that it may produce sufficient, valuable, outcomes. In addition the work around Early Intervention and Prevention, seeks to engage with housing options and move-on where necessary, before it is a statutory case of homelessness. This links closely with HSSS and the desire to engage early and prevent homelessness wherever possible.
	Sue Harrison	Children and Families (School Admissions)	<p>Following the recommendation made by the committee regarding school places, officers in Children and Families have reviewed the approach taken to admitting Ukrainian pupils to schools and what more could have been done to encourage and enable schools to admit these pupils.</p> <p>The School Admissions and Education Infrastructure teams within Children and Families worked with the Homes for Ukraine team to support 142 Ukrainian children to be admitted to 84 different schools across Birmingham. The teams also supported schools to access funding for children who had arrived under the Homes for Ukraine scheme.</p>

Co-ordinating overview and scrutiny

Management actions

			<p>Across the city we have a surplus of school places between 2-5% dependant on year group (this in line with DfE guidance) so have sufficient places to support families arriving into the city. However, available places may not always be at schools of preference for all families.</p> <p>Our experience was that Birmingham schools worked hard to admit pupils and support them, often before they received the DfE funding. Admission of pupils had to be done in accordance with the School Admissions Code which outlines how school places must be allocated and how waiting lists must be established.</p> <p>Schools do not normally receive additional funding for pupils from asylum seeking families and pupils can often have additional needs such as English language. There is evidence that many schools provide extra support for vulnerable families around uniform and school dinners and that some schools have also provided ESOL classes for parents, and organised community days to help to integrate newly arrived families. This was reflected in the way that schools responded when Ukrainian families arrived in Birmingham (please see additional information below regarding Schools of Sanctuary).</p> <p>The council and schools applied the same processes for admission of Ukrainian pupils as was done for arrivals from Hong Kong, Afghanistan and other refugees. Weekly meetings took place to ensure all Ukrainian pupils were offered a school place within required timescales either via direct applications to schools, the placing process or the Fair Access arrangements.</p>
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Co-ordinating overview and scrutiny

Management actions

			<p>We are not aware of any schools who refused to admit a Ukrainian pupil where they were able to offer a place under the School Admissions Code. Any instances would have been challenged by the team and escalated accordingly, including to the Secretary of State if required. This is standard practice within the School Admissions team. We are aware of at least one example where a school admitted children from their waiting list to go over their published admission number and accommodate a child from Ukraine. Refugee Action appointed three members of staff to specifically support Ukrainian families with the school admission process. The dedicated caseworkers used translation services to support this work and also supported schools with identifying the pupils' needs and agreeing how best to support the pupils and their families. When moving into independent accommodation or having to change hosts, the caseworkers alongside School Admissions staff supported the families to find new schools if required.</p> <p>Feedback from the council's Refugee and Migration team was that the School Admissions team responded positively to the sudden arrival of Ukrainian children into the city. School Admissions officers participated in planning meetings, provided outreach to the hosts and Ukrainian families to support them with school application. School Admissions officers and colleagues from the Refugee and Migration teams hosted online sessions for schools to provide information about the various visa and resettlement schemes in operation, and what potential support schools might be eligible for.</p> <p>Additional information:</p>
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Co-ordinating overview and scrutiny

Management actions

			<p>Birmingham's City of Sanctuary school stream is one of the biggest in the UK and schools are well engaged with this work.</p> <p><u>The most recent Schools of Sanctuary newsletter (June 2023)</u> provides information on the number of schools participating and achieving sanctuary awards.</p> <p>The Birmingham Schools of Sanctuary network also recently received recognition in the national press https://www.independent.co.uk/news/uk/primary-school-ophelia-birmingham-kent-mickey-mouse-b2380023.html</p> <p>Lessons learned from Ukrainian arrivals</p> <ul style="list-style-type: none"> • We have fully considered the recommendations in the report. • In future we will seek to establish earlier and more effective communication to host families (or equivalents in the future) to support and manage their understanding of the school admission process and its statutory requirements. • We will embed the learning from the H4U scheme re admissions and consider the same approach to be applied as appropriate for all asylum seekers and refugee children.
	Ilgun Yusuf	Birmingham Adult Education Service	<p>To support a more co-ordinated Birmingham-wide response it would be even more impactful if WMCA share (in real-time) with BCC information of refugees already enrolled on ESOL programmes with all providers funded by the Adult Education Budget.</p>

Co-ordinating overview and scrutiny

Management actions

Birmingham City Council

Co-ordinating Overview and Scrutiny Committee

Date 15th December 2023



Subject: To Consider the Impact of the Elections Act 2022
Report of: Robert Connelly – Returning Officer
Report author: Victoria Beavon – Electoral Services Manager
0121 303 2739 or Victoria.Beavon@birmingham.gov.uk

1 Purpose

- 1.1 To consider the impact of the Elections Act 2022 (the Act) including the need for electors to provide proof of identity when voting at polling stations.
- 1.2 To consider other relevant provisions and the impact these will have on how elections are administered.

2 Recommendations

- 2.1 To note the report.
- 2.2 To make any recommendations to the Returning Officer for consideration in respect of future polls in Birmingham

3 Background

Photo Identification (ID)

- 3.1 Voter ID came into effect in May in May 2022, with a large proportion of local authorities running local elections in May 2023. However, the full impact cannot yet be assessed as Wales and Scotland, the whole of the Greater London area and of course Birmingham (amongst other local authorities) did not have elections.
- 3.2 Birmingham was able to trial voter ID on a small scale following a Neighbourhood Planning Referendum in July 2023. However due to the size of the electorate this was not a very representative test of what the overall impact of voter ID might be but it was nevertheless a helpful exercise.

3.3 However we have been able to look at feedback from other areas from May 2023, and found that our experience, albeit limited, was reflective of what was seen national. As such there are a number of particular areas to consider, which are set out below.

3.4 *Public awareness.*

- i. Most people who turned up to vote were aware of the new Voter ID requirements. A small number of people who turned up without ID were not able to vote, but nevertheless data shows that the majority returned with appropriate ID and were able to cast their vote.
- ii. Poll cards now contain a list of valid ID, and as the policy was new, there was also considerable publicity and public awareness campaigns around its introduction.
- iii. At the Planning Referendum, in addition to the polling card, all electors were written to in order to remind them of the ID requirements.
- iv. It is unlikely that we can do the same before May's election due to the potential costs but it is hoped that there will again be both national and regional campaigns reminding people of the changes.
- v. In addition, prior to May 2024 and the Parliamentary General Election we may wish to consider more localised campaigns but this will also need to be done in conjunction with the political parties. We are hoping to finalise what this could look like in the New Year.

3.5 Commonly used ID - the most commonly used forms of ID were passports, driving licences and bus passes. This was reflected in what we saw in the referendum. Care does need to be given over the types of travel passes accepted, as not all are valid.

3.6 *Voter Authority Certificates*

- i. The take up of Voter Authority Certificates (VACs) was lower than expected nationally, and whilst Birmingham had no elections a number of applications were nevertheless received where VACs were issued.
- ii. People can apply for VACs via paper or online. The vast majority of applications came online. An in person service was also offered, but no-one used it.
- iii. It is not clear from the data if the low uptake of VACs means that people were prevented from voting who otherwise would have been able to, or whether the need for VACs is higher amongst those groups who do not generally tend to vote.
- iv. The real test will be at the Parliamentary Election, when significantly higher numbers of people vote than at any other election (usually double when compared to local elections).

3.7 *Impact on polling stations*

- i. Different local authorities had different solutions for dealing with the potential for requests for private areas to view ID (including the possibility for the removal of religious face coverings).
- ii. Before deciding on what approach Birmingham should take, it was decided to wait and see what the impact was on other areas (and to see which measures worked and which didn't), before committing to any purchase/long term hire of equipment for all 478 polling stations.
- iii. As anticipated, the use of such equipment was very localised, with the majority not being requested/utilised at all. As a result we will continue with our original plans of utilising areas within polling stations if a private area is requested.
- iv. That said, we still intend to purchase a handful of screens which can be delivered out to polling stations if there is considerable demand or there is nowhere suitable within the venue (all polling stations have been visited, so these should have been identified in advance of polling day).

3.8 The Electoral Commission has also published its report on the May 2023 local elections in England [Voter ID at the May 2023 local elections in England: interim analysis | Electoral Commission](#) and its research highlighted the following:

- i. Immediately before polling day, 87% of people in England (excluding areas without elections) were aware that they needed to show photo ID to vote at a polling station. In the research carried out immediately following the poll, this was 92% of people in areas with elections.
- ii. Awareness was higher among older age groups with 98% of over-65s aware in May 2023 compared to 82% of 18 to 24-year-olds. There was also a difference between white respondents (93%) and those from Black and minority ethnic communities (82%).
- iii. Overall awareness of the requirement was significantly lower among people who said they did not have an accepted form of ID (74%) compared with those who did have ID (94%). It was also found that those people who said they always or sometimes vote at local elections had higher levels of awareness (94%) compared with those who do not tend to vote (84%).
- iv. 4% of the population in Great Britain either did not have any photo ID (3%) or did not have ID where they thought the photo would be recognisable (1%)

- v. Based on these figures and expected levels of polling station turnout at local elections, it was estimated that between 250,000 and 350,000 applications for a Voter Authority Certificate might be expected.
- vi. The overall number of certificates applied for before the deadline on 25 April (around 89,500) was low compared with these estimates of the number of people who might not have any other accepted ID.
- vii. In May 2023, awareness of the VAC was relatively low among the overall population and those who said they did not already have photo ID (both at 57%). This means that just under half of people who did not have any other accepted ID did not know that they could have applied for a form of ID to enable them to vote on polling day.
- viii. Public opinion research found that 84% of those that applied for a Voter Authority Certificate said the application process was easy.
- ix. Nationally approximately 25,000 Voter Authority Certificates were used as a form of ID on 4 May but it is not yet clear why a significant number of people applied for a certificate (89,500) but did not use it on polling day.

3.9 It is estimated that around 4% of all non-voters said they didn't vote because of the voter ID requirement.

3.10 In respect of voter ID, the Electoral Commission made several recommendations, including:

- a) Review the list of accepted ID.
- b) Improve access to the VAC.
- c) Provide options for voters who do not have or cannot access any form of accepted ID.
- d) The electoral community should work to improve the collection of data at polling stations for future elections.

Other Provisions

3.11 However, it is important to note that voter ID is not the only provision which has been introduced by the Act. Other provisions have been introduced, all of which will impact on the administration of elections and electoral registration (and add to the cumulative effect of increase in work and demands at election time).

Online Absent Votes

- 3.12 There is now a requirement for all absent voters (i.e. postal and proxy) to have their identity verified by providing their national insurance number which will be verified against the DWP records (in the same way as when someone registers to vote).
- 3.13 It is now possible to apply for a postal or proxy vote online although there is a requirement to upload an image of your signature. This has only been live since 31 October but it is already clear that paper forms are proving difficult to upload and process (taking up to 15 minutes to process as opposed to online forms which are less than 5 minutes per application).
- 3.14 We will therefore stop sending out or providing paper forms unless an elector specifically requests one where they have issues with being able to go online to make an application.
- 3.15 The aim of the government is to channel shift people to go online but where political parties use paper forms, they must now ensure these are legally compliant. Any old forms received will be rejected.
- 3.16 There is concern about potential volumes of online applications, as approximately only 11% of Birmingham's electorate are registered postal voters (approx. 80,000) and the issue is whether the elections office could process a high increase in volumes especially at a parliamentary election, especially when you consider processing times.

Proxy vote limits

- 3.17 It is now an offence to appoint as proxy or be appointed as proxy for more than 4 people, regardless of your relationship to them. However, only 2 of these electors can be domestic electors (i.e. not overseas or service voters).
- 3.18 For example, it is possible to be proxy for:
- 4 overseas electors,
 - 2 domestic and 2 overseas electors,
 - or 3 overseas and 1 domestic.

However it would be an offence to be appointed as proxy for 3 domestic and 1 overseas elector.

Overseas electors

- 3.19 The criteria to be an overseas elector will be broadened so a British citizen living overseas can apply to be an overseas elector (and vote in Parliamentary Elections only) at any time, with the current 15-year time limit having been removed.
- 3.20 The registration will be based on the last address they were registered at, and if they were never register, at the last address they were resident at (proof will need to be provided to ensure they are being linked to the correct constituency).

Postal vote handling

- 3.21 The legislation around this is still to be confirmed but this is what we know so far:
- There is now a limit on the number of postal votes which a person can hand in at a polling station or at the election's office; no more than 6 (5 plus your own). Anyone handing in any number of postal votes will need to complete a form and without this form, the postal votes will be rejected.
 - There will be a ban on campaigners (including political party workers, elected representatives, candidates and their agents) handling postal votes which are not their own (or immediate family's). It will be a criminal offence to handle them, and these postal votes will be rejected.
 - Further details of the procedure in the polling station and at the offices, and the forms required to be completed will be developed in due course.

Preventing undue influence

- 3.22 Since November 2023, changes have been made that simplify and clarify the offence of undue influence. Undue influence is when someone use, or threatens to use force or violence to make someone vote a certain way or not vote at all. This should make it simpler for the police to take action when allegations of undue influence are made.
- 3.23 This includes the offences of both direct and indirect undue influence, and those taking place both before and after an election and apply to all campaign activity, including printed materials, and extend to anyone who seeks to intimidate a voter either inside or outside a polling station.

Changes for EU citizens

- 3.24 EU citizens where the UK Government has negotiated agreements with EU Members States to allow its citizens living in the UK to vote, in return for the same right for UK citizens living in that country, will still be able to vote and stand in elections.
- 3.25 So far these agreements have been made with:
- Spain
 - Poland
 - Portugal
 - Luxembourg
- 3.26 Other EU citizens who were living in the UK before the end of the EU Withdrawal Agreement Implementation Period (up until 1 January 2021) will also still be able to vote and stand in elections.
- 3.27 The changes will not affect citizens of the Republic of Ireland or citizens of Commonwealth nations.

Digital Imprints

- 3.28 A new digital imprint regime will be introduced requiring those promoting certain digital campaigning material to state who they are and anyone on behalf of whom they are promoting material.
- 3.29 Breaching the digital imprint rules will be a criminal offence and the Electoral Commission and police have shared responsibility for the enforcement of the regime.

4 Any Finance Implications

- 4.1 There are no direct financial implications arising from this report although the Government will be providing additional funding to assist with the implementation of the provisions under the Elections Act.

5 Any Legal Implications

- 5.1 There are no direct legal implications arising from the report.

6 Any Equalities Implications

- 6.1 There are no equality implications arising from this report .

7 Appendices

- 7.1 None

8 Background Papers

1. Electoral Commission Report on the May 2023 local elections in England
[Report on the May 2023 local elections in England | Electoral Commission](#)
2. Electoral Commission Over ID at the May 2023 local elections in England:
Interim analysis [Voter ID at the May 2023 local elections in England: interim analysis | Electoral Commission](#)

Birmingham City Council

Co-ordinating Overview and Scrutiny Committee

15 December 2023



Subject: Co-ordinating Overview and Scrutiny Committee Work Programme

Report of: Christian Scade, Head of Scrutiny and Committee Services

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1 Purpose

- 1.1 This report sets out the proposed work programme for the Co-ordinating Overview and Scrutiny Committee for 2023-24. Appendix 1 outlines the topics identified, aims and objectives and the preferred method of scrutiny to achieve these objectives.
- 1.2 The report also refers to other topics, which the Committee has identified, for future consideration. This will be continuously updated during the year.
- 1.3 The report also includes (at Appendix 2) the work programmes from each of the other Overview and Scrutiny Committees. This is to enable scrutiny work to be planned and co-ordinated throughout the year and to update the Committee on how the work programmes have re-focussed on the critical issues the Council faces and consider the implications of the Governance Review reported to Cabinet on 12 December 2023.

2 Recommendations

That the Committee:

- Notes the re-focussing of the work programmes on the critical issues the Council faces and considers the recommendations relating to Overview and Scrutiny in the Governance Review reported to Cabinet on 12 December as set out in Section 4 below.
- Notes the information set out in Appendix 1 and reviews the Co-ordinating OSC work programme in view of Recommendation 5 of the Governance Review regarding Scrutiny's role in assurance and improvement as set out in Section 4.4 below.

- Agrees, subject to further input from the Chair and Deputy Chair, the issues that the Committee will consider during January – April 2024, the proposed aims and objectives and the preferred method of scrutiny.
- Reviews the draft work programmes for the other 7 Overview and Scrutiny Committees, set out in Appendix 2, in view of Recommendation 5 of the Governance Review regarding Scrutiny's role in assurance and improvement as set out in Section 4.4 below.

3 Background

3.1 The [statutory guidance for local government overview and scrutiny](#) sets out the role it can play in holding an authority's decision makers to account. This makes it fundamentally important to the successful functioning of local democracy. The role and functions of Overview and Scrutiny Committees are outlined in [The City Council's Constitution | Birmingham City Council](#) They will:

- Make reports and/or recommendations to the full Council, the Executive and/or other organisations in connection with the discharge of the functions specified in their terms of reference.
- Consider any matter covered in their terms of reference that may affect or be likely to have an effect on the citizens of Birmingham; relevant to the Council's strategic objectives; relevant to major issues faced by officers in managing a function of the Council; and likely to make contribution to moving the Council forward and achieving key performance targets.

3.2 At the start of the 2023/24 municipal year Co-ordinating OSC agreed a new approach to flexible and effective scrutiny to enable all Overview and Scrutiny Committees to develop work programmes that add value. The Scrutiny Framework was updated to reflect these changes.

3.3 Effective scrutiny needs to add value. A well planned and timely work programme enables Overview and Scrutiny Committees to be involved at the right time and in the right way, and ensure their involvement is meaningful and can influence the outcome.

3.4 Members often have a number of topics suggested to them and are therefore required to **prioritise** matters for consideration. The Scrutiny Framework sets out the following factors to be considered:

- Public interest: concerns of local people should influence the issues chosen.
- Ability to change: priority should be given to issues that the Committee can realistically influence.
- Performance: priority should be given to areas in which the Council and Partners are not performing well.
- Extent: priority should be given to issues that are relevant to all or a large part of the city.

- Replication: work programme must take account of what else is happening to avoid duplication.

3.5 Based on Statutory Guidance published in 2019, different scrutiny methods include (but are not limited to):

- A single item, or items, on a committee agenda – this method fits more closely with the “overview” aspect of the Scrutiny function and provides limited opportunity for effective scrutiny. It is most appropriate for specific issues where the committee wants to maintain a watching brief.
- A single item meeting, either as the committee or a more limited number of Members. It has the capacity to enhance the previous option by taking evidence from a number of witnesses.
- A task and finish day - provided that these are properly focused, they ensure Councillors can swiftly reach conclusions and make recommendations and are effective even for complex topics.
- A task and finish review – this is an enhancement of the previous option being held over four or six meetings spread over a limited number of months.

Terms of Reference

3.6 The Committee’s terms of reference, set out below, were approved at the Annual City Council meeting on 23 May 2023.

To plan and co-ordinate the work of all the Overview & Scrutiny Committees. To fulfil the functions of an Overview and Scrutiny Committee as they relate to any policies, services and activities concerning:

- *Structure and governance of the Council*
- *Communications, internal and external stakeholder engagement*
- *Efficiency and improvement of Council services (with Deputy Leader)*
- *Public policy development at local to international levels*
- *WMCA*
- *Sports and events development (with Cabinet Members for Digital, Culture, Heritage & Tourism and Housing & Homelessness)*
- *Business Improvement Districts*
- *Business change programmes*
- *Efficiency and improvement of Council services (with Leader)*
- *Risk management*
- *Good governance on outside bodies, Council-owned companies and externalised services*
- *Customer services*

- *External scrutiny of the Council*
- *Whistleblowing and complaints*
- *Emergency planning*
- *Legal services*
- *Relationships with stakeholders*
- *Levelling-up, devolution and WMCA*
- *Early intervention and prevention*
- *Social cohesion and inclusion, equalities*
- *Third sector organisations and partner agencies contribution to social cohesion and equalities*
- *Refugees, migration and City of Sanctuary*
- *Open data*
- *Digital inclusion, data protection, cyber security*
- *Arts, museums and tourism*
- *Library of Birmingham and community library services*
- *Promotion of the city's heritage and investment in the city.*

These functions include:

- a) giving such guidance to the Overview and Scrutiny Committees in any cases of uncertainty as to work which they should or should not be undertaking, as may be necessary to achieve such co-ordination, including the allocation of "call-in" to the appropriate Committee;*
- b) determining, in any cases of uncertainty, the allocation of responsibility for specific tasks between the Overview and Scrutiny Committees;*
- c) ensuring (by means, for example, of issuing appropriate guidance and/or instructions) that the Overview & Scrutiny Committees pay proper attention in their work to the consideration of key cross cutting issues, in particular equalities, transparency and improvement;*
- d) overseeing the development and delivery of a balanced work programme of Scrutiny Committees using a range of scrutiny methodologies and reporting regularly to City Council;*
- e) considering Overview and Scrutiny development, working practices and constitutional arrangements.*

4 Implications of Intervention and the Governance Review for Scrutiny

- 4.1 The new approach to implementing flexible and effective scrutiny has enabled all Overview and Scrutiny Committees to respond to the financial challenges the Council faces and the issues that triggered intervention by the Commissioners appointed by the Secretary of State. The Directions issued on 5 October set out the

requirement on the Council to secure the Authority's compliance with the requirements of Part I of the 1999 Act, in particular:

- To address systemic weaknesses in the Authority's governance function, to secure improvements in transparency and formal decision making.
- To deliver financial sustainability, including by closing any short or long-term budget gaps - which should include taking action to expediate the closure of the equal pay liability.
- To ensure compliance with all relevant rules and guidelines relating to the financial management of the Authority.
- To agree as necessary any changes needed to the Authority's operating model and redesign of council services to achieve value for money and financial sustainability.
- To achieve improvements in relation to the proper functioning of the Authority's IT.
- To address the serious failings and ensure conformity with the best value duty, thereby delivering improvements in services and outcomes for the people of Birmingham.

4.2 In response to the finance issues the Council faces each Overview and Scrutiny Committee has received reports on the delivery of 2023/24 savings. The Finance and Resources OSC has also received reports on Job Evaluation / Pay Equity Scheme and on the progress to stabilise Oracle. Following the October meeting of Co-ordinating OSC the Finance and Resources OSC has established the Budget Scrutiny Task and Finish Group that will consider the savings proposals for 2024/25 and 2025/26 and the budget proposals for 2024/25.

4.3 The work programmes of the 8 Overview and Scrutiny Committees (set out in Appendices 1 and 2) have also adapted to reflect the priority issues the Council faces. Capacity to support the work of the Budget Task and Finish Groups has been created where Committee meetings have not been required.

4.4 Cabinet will consider the Governance Review report at the meeting on 12 December. Recommendation 5 of the report sets out the need to reframe the scrutiny work programme to focus on the Council's improvement and recovery priorities:

- Having an active part in the 2024/25 budget development process.
- The safe and effective delivery of key services supporting vulnerable people.
- Critical performance issues emerging "by exception".
- Equality and equity issues arising from the development of the 24/25 Budget, the Emergency Budget (to be identified by exception), and other priority scrutiny activity relating to the Budget.
- Culture, behaviour change and organisational development.

- 4.5 It will be important for all Scrutiny Committee's to reflect on the findings and recommendations of the Governance Review and how the work programme aligns with the issues set out above. The full report is available from [CMIS > Meetings](#)
- 4.6 The Council's latest Forward Plan ([click here to view](#)) may assist Members. In addition, Overview and Scrutiny Chairs are advised to maintain regular engagement with Cabinet Members to enable flexibility to be built into the Overview and Scrutiny work programme.

5 Any Finance Implications

- 5.1 There are no financial implications arising from the recommendations set out in this report.

6 Any Legal Implications

- 6.1 There are no legal implications arising from the recommendations set out in this report.

7 Any Equalities Implications

- 7.1 The Council has a Public Sector Equality Duty under the Equality Act (2010) to have due regard to the need to:
- eliminate discrimination, harassment, victimisation and any other conduct that is prohibited by or under the Act.
 - advance equality of opportunity between persons who share a relevant protected characteristic and persons who do not share it.
 - foster good relations between persons who share a relevant protected characteristic and persons who do not share it.
- 7.2 The protected characteristics and groups outlined in the Equality Act are Age; Disability; Gender Reassignment; Marriage and Civil Partnership; Pregnancy and Maternity; Race; Religion and Belief; Sex, and Sexual Orientation.
- 7.3 The Committee should ensure that it addresses these duties by considering them during work programme development, the scoping of work, evidence gathering and making recommendations. This should include considering how policy issues impact on different groups within the community, particularly those that share a relevant protected characteristic; whether the impact on particular groups is fair and proportionate; whether there is equality of access to services and fair representation of all groups within Birmingham; and whether any positive opportunities to advance equality of opportunity and/or good relations between people are being realised.
- 7.4 The Committee should ensure that equalities comments, and any recommendations, are based on evidence. This should include demographic and service level data and evidence of residents/service-users views gathered through consultation.

8 Appendices

Appendix 1: Co-ordinating Work Programme

Appendix 2: Other Scrutiny Committee Work Programmes

9 Background Papers

9.1 [Birmingham City Council Constitution](#)

9.2 Birmingham City Council Overview and Scrutiny Framework

9.3 [Birmingham City Council: Directions made under the Local Government Act 1999 - GOV.UK \(www.gov.uk\)](#)

9.4 December 2023 Cabinet Report: Governance Review [CMIS > Meetings](#)

Co-ordinating Overview and Scrutiny Committee Work Programme 2023/24

Month	Item/Topic	Aims and Objectives	Scrutiny Method	Lead Officer	Cabinet Member / Other Witnesses	Additional Information and Outcome*
14 July	Customer Service Programme Task and Finish Group	The purpose of this report is to provide an update to the December and supplementary January report on the actions of the Co-ordinating Overview & Scrutiny Committee Task and Finish Group, established following the Customer Service Programme update report to Co-ordinating Overview & Scrutiny Committee in September 2022.	Committee meeting – single item	Wendy X Griffiths, AD Customer Services and Business Support	None	Following the meeting in July, it's intended that issues in relation to Customer Services would be passed over to the respective OSC i.e. Waste Management and Bereavement Services to Neighbourhoods OSC; Highways to Sustainability and Transport OSC; and Housing Repairs to Homes OSC.
14 July	Updating the Scrutiny Framework	To consider the updated framework, to agree for further consultation on the draft with the Leader and Deputy Leader and to ask the Scrutiny Office to review and update the various scrutiny procedure notes.	Committee meeting – single item	Christian Scade, Head of Scrutiny and Committee Services		
14 July	West Midlands Deeper Devolution Deal	To provide an overview of the West Midlands Deeper Devolution Deal, with a focus on its implementation and next steps.	Committee meeting – single item (pre-decision scrutiny)	Richard Brooks, Director Strategy, Equalities and Partnerships	Deputy Leader (TBC)	This pre-decision scrutiny item provides an opportunity for the OSC to provide comments before Cabinet meets in September.
14 July	Cost of Living – scoping	To set up, and confirm terms of reference, for a Task and Finish	Task and Finish Group (scoping)	Richard Brooks, Director Strategy,	TBC	

Appendix 1

Month	Item/Topic	Aims and Objectives	Scrutiny Method	Lead Officer	Cabinet Member / Other Witnesses	Additional Information and Outcome*
		Group to learn lessons from the cost of living programme and to consider whether they have wider application across other council initiatives.		Equalities and Partnerships		
15 September	Implication of Equal Pay and Medium-Term Financial Plan Update	To update the Committee on the implications of the equal pay announcement and the Medium-Term Financial Plan (MTFP) Update and consider the implications for the Committee's work programme	Committee meeting – single item	TBC	TBC	Following July's OSC a workshop to assist with work in this area, facilitated by Ian Fifield, took place on 26 July 2023. Following this, further discussions will be required to help develop a timetable and action plan for scrutiny activity over the autumn period.
13 October	Scrutiny of Delivery of 2023/24 Budget Savings and Update on Council's Response to Section 114 Notice and Financial Recovery Plan	To enable ongoing scrutiny of the delivery of existing 2023/24 savings. This agenda item also provides an opportunity for the Committee to consider the following and implications for the Committee's work programme: (a) The report considered at City Council on 25 September on the Council's Response to the Section 114 Notice and Financial Recovery Plan. (b) The announcement made by the Secretary of State for the	Committee meeting – single item	TBC	TBC	To assist with the task above the Scrutiny Team are in the process of contacting other authorities with similar experiences. Feedback on themes identified will be provided at the meeting.

Appendix 1

Month	Item/Topic	Aims and Objectives	Scrutiny Method	Lead Officer	Cabinet Member / Other Witnesses	Additional Information and Outcome*
		Department of Levelling Up, Housing and Communities in the House of Commons on 19 September and (c) the Section 5 Notice and supplementary Section 114 Notice issued on 21 September.				
13 October	Cost of Living – Reporting back	To consider the findings and recommendations from the Cost of Living Programme Task & Finish Group, which will be established by the Co-ordinating OSC in July.	Task and Finish Group (reporting back / agreeing recommendations)	Richard Brooks, Director Strategy, Equalities and Partnerships	TBC	
15 December	Mutually Agreed Resignation Scheme (MARS)	Purpose: To provide an overview of the MARS scheme, and update on implementation and next steps.	Committee meeting – single item	Katy Fox, Director of People Services	TBC	This was initially raised as an item for the Finance and Resources OSC as HR is within the remit of this Committee. However, due to full agenda for the November meeting it has been agreed by the Chairs that the report will go to the December meeting of Co-ordinating OSC as all the OSC Chairs are members of this committee and can consider the implications of this work for their

Appendix 1

Month	Item/Topic	Aims and Objectives	Scrutiny Method	Lead Officer	Cabinet Member / Other Witnesses	Additional Information and Outcome*
						committee's work programme.
15 December	Homes for Ukraine	A response is required from the Cabinet Member for Social Justice, Community Safety and Equalities and from the Chief Executive concerning recommendations made, in April 2023, following work carried out by the Task & Finish Group on the Homes for Ukraine Scheme	Committee meeting – single item (monitoring previous recommendations)	Richard Brooks, Director Strategy, Equalities and Partnerships	Cabinet Member for Social Justice, Community Safety and Equalities Chief Executive	The final report from the Task & Finish Group on the Homes for Ukraine Scheme was published in April. This can be found on CMIS via CMIS > Report while the minutes from this meeting can be found via CMIS > Minutes
15 December	The Elections Act	To consider lessons learned from other local authorities who held elections in May and to consider what measures might be needed for future elections in Birmingham.	Committee meeting – single item	Robert Connelly, AD for Legal and Governance	TBC	At the July OSC it was suggested neighbourhood referendums could also be explored in terms of how the requirement of voter ID impacted these elections, particularly given the demographics of the areas. This would give an opportunity for the Committee to learn from elections within the Council as well as those from other authorities.
19 April	Cost of Living – Monitoring Recommendations	A response is required from the Deputy Leader concerning recommendations made, in October 2023, following work	Committee meeting – single item (monitoring previous recommendations)	Richard Brooks, Director Strategy, Equalities and Partnerships	Deputy Leader	

Appendix 1

Month	Item/Topic	Aims and Objectives	Scrutiny Method	Lead Officer	Cabinet Member / Other Witnesses	Additional Information and Outcome*
		carried out by the Task & Finish Group on the Cost of Living.				

*Outcome: This will be fully populated once the item/topic has been completed. It will identify the added value and impact.

Menu of Issues for Consideration

The following items had been identified as potential topics for future consideration. This approach enables the Overview and Scrutiny Committee to remain flexible and respond in a timely manner to emerging issues. This is a live work programme. New items may be added, or items removed during the course of the year. Proposed aims and objectives as well as scrutiny methodology may also be subject to change.

Item/Topic	Proposed Aims and Objectives	Proposed Scrutiny Method	Additional Information
Birmingham Museums Trust and B:Music	To consider the challenges faced by the cultural sector, including the Birmingham Museum Trust (BMT), and B:Music	TBC	This was suggested in July and the Chair agreed to discuss this with Cllr Deakin concerning options for scrutiny to add value
Everyone's Battle, Everyone's Business	To consider an update / monitor the implementation of actions in relation to Everyone's Battle, Everyone's Business	TBC	TBC
Scrutiny of Emergency 2023-22 Budget	To consider engagement of O&S Committees in the Emergency 2023-22 Budget that will be put to a City Council meeting before the end of October.	TBC	
Heritage and Cultural Assets	On 7 November Full Council agreed to develop a work programme for Scrutiny to review the policy plans of the "Digital, Culture, Heritage and Tourism" portfolio to assess the current 'health' of our arts, heritage and cultural assets, their risk of disposal and strategies to protect their provision in the short-, mid- and long-term.	TBC	TBC

Scrutiny Method Options: Committee meeting - single item, Committee meeting - single theme, Committee meeting – standing item, Task and Finish Group (outline number of meetings), On location, Other - (describe).

Economy and Skills Overview and Scrutiny Committee Work Programme 2023 / 24

Month	Item/Topic Link with Corporate Priorities	Aims and Objectives	Scrutiny Method	Cabinet Member/ Lead Officer	Other Witnesses	Additional Information and Outcome*
July	Regeneration across the City Corporate Priorities: 1,2,3, 11, 20	How is regeneration and the benefits being spread across the city and what are the main regeneration programmes (not just those areas covered by the OFCP). Input to the OFCP consultation. Further information on the Birmingham Development Plan 2031 and plans for renewing including process and timescale to enable the Committee to schedule work in the work programme.	Committee Meeting single item: Agenda item for OSC meeting on 12 July 2023. Deadline for reports: 3 July 2023 Venue: Council House, Committee Room 2	Phillip Nell, Director of Property and Investment Simon Delahunty-Forrest, Assistant Director, Inclusive Growth		When considering the timescales for the Birmingham Development Plan Members have identified further work on the impact of the night time economy. Report to Scrutiny Committee November 2021: Planning and Noise (cmis.uk.com) Outcome: Response submitted following discussion at Committee Meeting to OFCP Consultation
July	Increasing the opportunities for employment and skills for young people through the Council's Social Value Procurement Corporate Priorities: 1,2,5,8	What role does procurement have in delivering social value through Council contracts to increase employment and skills opportunities for young people? What data / information is available to demonstrate	Committee Meeting single item: Agenda item for OSC meeting on 12 July 2023. Deadline for reports: 3 July 2023	Steve Sandercock, Assistant Director Procurement Shariat Rokneddin, Policy and Governance Manager		Issue identified during the Scrutiny Inquiry on Employment and Skills and recommended as issue for work programme for 2023/24)

		the difference this has made? Including any information that Amanda might be able to provide on number of apprenticeships created. Going forward, how will the number of apprenticeships created through social value of procurement be monitored and what systems will be put in place to do this?	Venue: Council House, Committee Room 2	Amanda Lloyd, Principal Employment Officer		
September	Increasing the opportunities for employment and skills for young people through the Council's Social Value Procurement Corporate Priorities: 1,2,5,8	What assurance can be provided that the Council contracts are delivering their social value commitments? How is Procurement working with Contract Managers to ensure delivery of social value outcomes? How does this ensure that the contractors deliver added value e.g. the apprenticeships that are created are not just the ones that they would have any way through the apprenticeship levy?	Committee Meeting single item: Agenda item for OSC meeting on 13 September 2023. Deadline for reports: 4 September 2023 Venue: Council House, Committee Room 2	Shariat Rokneddin, Policy and Governance Manager Amanda Lloyd, Principal Employment Officer		

		<p>Up to date information / snapshot on the delivery of the top 40 contractors social value commitment with an analysis of this</p> <p>What are the options to develop a system to monitor social value procurement across the council and timescales to deliver this?</p> <p>What can Birmingham learn from other areas of good practice regarding social value procurement and how this is delivered and monitored?</p>				
September	<p>Financial Challenges - Scrutiny Contribution to the Budget Savings and Recovery Plan</p> <p>Corporate Priorities: 1,2,3</p>	<p>To consider the implications of Equal Pay and the Medium-Term Financial Plan (MFTP) for the Committee's work programme including agreed savings for 2023/24.</p>	<p>Committee Meeting single item: Agenda item for OSC meeting on 13 September 2023.</p> <p>Deadline for reports: 4 September 2023</p> <p>Venue: Council House, Committee Rooms 3&4</p>	TBC		<p>Agreed at Co-ordinating OSC 14.07.23 that all Scrutiny Committee meetings will include a standing item on implications of Equal Pay within the remit of the Committee.</p>

October	<p>Scrutiny of Delivery of 2023/24 Budget Savings and Update on Council's Response to Section 114 Notice and Financial Recovery Plan</p> <p>Corporate Priorities: 1,2,3</p>	To monitor the agreed savings for 2023/24 as set out in the MFTP.	<p>Committee Meeting single item: Agenda item for OSC meeting on 11 October 2023.</p> <p>Deadline for reports: 2 October 2023</p> <p>Venue: Council House, Committee Room 2</p>	TBC		<p>Co-ordinating O&S Committee on 15.09.23 agreed that all committees should have a standing item on the delivery of existing savings for 2023/24 particular to the remit of the Committee.</p>
October	<p>Monitoring Recommendations of the Employment and Skills Scrutiny Inquiry</p> <p>Corporate Priorities: 2,5,8</p>	Track progress on recommendations of the Employment and Skills Scrutiny Inquiry	<p>Committee Meeting single item: Agenda item for OSC meeting on 11 October 2023.</p> <p>Deadline for reports: 2 October 2023</p> <p>Venue: Council House, Committee Room 2</p>	Spencer Wilson, Interim Head of Employment and Skills		<p>Recommendations were agreed at Council in April 2023. This is part of the standard inquiry tracking programme.</p>

December	<p>Scrutiny of Local Enterprise Partnership (LEP)</p> <p>Corporate Priorities: 1, 2 and 3</p>	<p>To scrutinise the integration of the LEP functions into Birmingham City Council including administration of the legacy funds and Enterprise Zone.</p>	<p>Committee Meeting single item: Agenda item for OSC meeting on 6 December 2023.</p> <p>Deadline for reports: 27 November 2023</p> <p>Venue: Council House, Committee Room 2</p>	<p>Edward Scutt, Head of Governance, Greater Birmingham and Solihull Local Enterprise Partnership</p>		<p>The LEP Scrutiny function no longer exists and there is an expectation that individual local authority arrangements will scrutinise the LEP Integration.</p> <p>Link to Cabinet report 27 June on LEP Integration into Birmingham City Council: Document.ashx (cmis.uk.com)</p>
December	<p>Local Skills Improvement Plan</p> <p>Corporate Priorities: 1,2</p>	<p>To inform members of the Local Skills Investment Plan, the implications for Birmingham and the role of Birmingham City Council and agree any recommendations to support the development of skills in the City.</p>	<p>Committee Meeting single item: Agenda item for OSC meeting on 6 December 2023.</p> <p>Deadline for reports: 27 November 2023</p> <p>Venue: Council House, Committee Room 2</p>	<p>Corin Crane, Chief Executive, Coventry & Warwickshire Chamber of Commerce.</p>		<p>Deferred from October.</p> <p>LSIP Employer designated representative body: Coventry and Warwickshire Chamber of Commerce</p> <p>Data reported to June E&S OSC showed decrease in Level 2 Qualifications and increase in Level 4 Qualifications between 2019 – 21. Document.ashx (cmis.uk.com)</p>

January	Young People and Skills Corporate Priorities: 1, 2, 6 and 8	To understand the views of young people to inform the work of the Scrutiny Committee. To report back on the implementation of the recommendations of the Employment and Skills Scrutiny Inquiry.	Informal meeting – date/ time to be confirmed	Juliet Faulkner, Senior Youth Worker (Participation)		This session will involve members of the Youth City Board. Members of this board had contributed to the Scrutiny Inquiry. Members of the Education and CYP OSC could be invited to attend.
April	Monitoring Recommendations of the Employment and Skills Scrutiny Inquiry Corporate Priorities: 2,5,8	Track progress on recommendations of the Employment and Skills Scrutiny Inquiry	Committee Meeting single item: Agenda item for OSC meeting on 17 April 2023. Deadline for reports: 2 April 2023 Venue: Council House, Committee Room 2	Spencer Wilson, Interim Head of Employment and Skills		Recommendations were agreed at Council in April 2023. This is part of the standard inquiry tracking programme. It will be the second time the inquiry reports to Committee.

*Outcome: This will be populated once the item/topic has been completed. It will identify the added value and impact.

Menu of Issues for Consideration

The following items had been identified as potential topics for future consideration. This approach enables the Overview and Scrutiny Committee to remain flexible and respond in a timely manner to emerging issues.

This is a live work programme work programme. New items may be added, or items removed during the course of the year. Proposed aims and objectives as well as scrutiny methodology may also be subject to change.

Item/ Topic	Proposed Aims and Objectives	Proposed Scrutiny Method	Additional Information
Our Future City Plan	To outline the current position of the Our Future City Plan, including a response to the feedback from the O&S Committee during the consultation.	Committee meeting – single item.	This follows on from previous presentations to the Committee on 26 April 2023 and 12 July 2023 . This included a formal response to the consultation. A Cabinet decision on this report is scheduled in March 2024. It is therefore likely that this item will return to Committee in January or February 2024.
Employers	To understand how Birmingham City Council can support local businesses.	Link with existing meeting / event	During the evidence gathering for the Employment and Skills Inquiry, there had been an intention to hear evidence from the business sector. This had not been possible. As part of its conclusions, therefore, the inquiry report had indicated that it would be useful to still meet with business. This could have a wider focus than youth employment.
CWG Employment Legacy	Aims and Objectives to be determined.	To be determined.	Neighbourhoods O&S Committee has Commonwealth Games Legacy Framework as part of its remit. All other Committees will consider specific areas of Games legacy as relevant to their Terms of Reference.
Night-time economy	Aims and Objectives to be determined.	To be determined.	Following consideration of the Birmingham Development Plan to consider the issues experienced by communities as a result of the night- time economy and how these can be managed / mitigated in future developments.
East Birmingham Inclusive Growth Strategy	To update on the implementation of the East Birmingham Growth Strategy.	Committee meeting – single item	This will follow on from the most recent presentation to the Committee on 26 April 2023 . The Committee had requested 6 monthly updates.

Scrutiny Method Options:

Committee meeting - single item

Committee meeting - single theme

Task and Finish Group (outline number of meetings)

On location

Other - (describe)

Corporate Priorities, Performance and Outcomes

Corporate Priorities 2022 – 26:

- | | |
|--|---|
| 1 Support inclusive economic growth | 11 Increase affordable, safe, green housing |
| 2 Tackle unemployment | 12 Tackle homelessness |
| 3 Attract inward investment and infrastructure | 13 Tackle health inequalities |
| 4 Maximise the benefits of the Commonwealth Games | 14 Encourage and enable physical activity and healthy living |
| 5 Tackle poverty and inequalities | 15 Champion mental health |
| 6 Empower citizens and enable citizen voice | 16 Improve outcomes for adults with disabilities and older people |
| 7 Promote and champion diversity, civic pride and culture | 17 Improve street cleanliness |
| 8 Support and enable all children and young people to thrive | 18 Improve air quality |
| 9 Make the city safer | 19 Continue on the Route to Zero |
| 10 Protect and safeguard vulnerable citizens | 20 Be a City of Nature |
| | 21 Delivering a Bold Best in Class Council |

Information on the Corporate Priorities, Performance and City Outcomes was reported to the Economy and Skills OSC in June 23: [Document.ashx \(cmis.uk.com\)](https://cmis.uk.com)

Education, Children and Young People Overview and Scrutiny Committee Work Programme 2023/24

Month	Item/Topic	Aims and Objectives	Scrutiny Method	Cabinet Member/ Lead Officer	Other Witnesses	Additional Information and Outcome*
July	Children and Young People's Travel Service Corporate Priorities: 8	<p>Assurance to the Committee and public that everything is on track for September.</p> <p>Overview of KPIs, performance and finance.</p> <p>Policy development including travel services for under statutory school age and over 16 year olds, including how decisions are made and what criteria is used.</p> <p>Independent travel training, including the views of young people, and how this has been informed and received by the children, parents and carers.</p> <p>Concerns that have been identified and how these will be addressed.</p> <p>The Committee to agree any comments / recommendations.</p>	<p>Committee Meeting single item: 19 July 2023 at 10am</p> <p>Venue: Committee Rooms 3 and 4, Council House</p> <p>Paper/Presentation Deadline: 10 July 2023</p>	Adrian Weissenbruch, AD, Children and Young People's Travel Service	<p>Stephen Hughes, Interim Deputy Operations Manager</p> <p>Marie Nicely, Travel Assist Supervisor</p> <p>Abdulahdi Mehraj, PMO Manager</p> <p>John Wood, Change Manager</p> <p>Linda Sutton-Howard, IT Project Manager</p>	<p>Outcome</p> <p>Update / Assurance: The Committee was updated on the preparation for the Children and Young People's Travel Service for start of the 2023/24 academic year and independent travel training.</p> <p>It was agreed that a workshop will be held for all city councillors. This is being planned for 16th November 2023.</p>
July	SEND Tribunals Corporate Priorities: 8	To update members to on the process for SEND tribunals including data.	Committee meeting single item: 19 July 2023 at 10am	Helen Ellis, Director, SEND and Inclusion	Kate Harvey, Head of SEND Resolution, SENAR	Agreed at Committee meeting October 2022 (CMIS Link).

Month	Item/Topic	Aims and Objectives	Scrutiny Method	Cabinet Member/ Lead Officer	Other Witnesses	Additional Information and Outcome*
		The Committee to agree any comments / recommendations.	Venue: Committee Rooms 3 and 4, Council House Paper/Presentation Deadline: 10 July 2023			Outcome: Update / Assurance: The Committee was updated on the SEND tribunal process. It was agreed to hold a workshop for all Councillors.
July	Performance Update Corporate Priorities: 8	Report on Children and Families Improvement Plan and data. The Committee to agree any comments / recommendations.	Committee meeting standing item: 19 July 2023 at 10am. Venue: Committee Rooms 3 and 4, Council House. Paper/Presentation Deadline: 10 July 2023	Sue Harrison, Strategic Director, Children and Families	Fayth Skeete, Head of Strategic Governance & Planning	Outcome: Update / Assurance: The Committee was updated on the Children and Families Improvement Plan/Programme.
September	Performance Update Corporate Priorities: 8	The report will include statutory and non-statutory services, and how performance contributes to efficiencies, such as interims and permanent appointments. The Committee to agree any comments / recommendations.	Committee meeting – standing item: 6 Sep 2023 at 10am Venue: Committee Rooms 3 and 4, Council House Paper/Presentation Deadline: 25 Aug 2023	Sue Harrison, Strategic Director, Children and Families	David Fallows, Head of Performance, Business and Commissioning Intelligence	Outcome: Update/ informed work programme: Updated on performance methodology. Scrutiny of data informed decision to deep dive into early years take up (Jan 2024) and school attendance data (hidden children Oct 2023).

Month	Item/Topic	Aims and Objectives	Scrutiny Method	Cabinet Member/ Lead Officer	Other Witnesses	Additional Information and Outcome*
						<p>Further discussions on the focus and format of performance data to be considered at Committee Data Workshop on 6th Nov 2023.</p> <p>Additional information on mental health element of Employment Support Programme has been provided to Members.</p> <p>Clarification has been given on staff sickness absence percentage figures (days lost to sickness, or the percentage of people sick for each reason).</p>
September	Financial Challenges - Scrutiny Contribution to the Budget Savings and Recovery Plan	To consider the implications of Equal Pay and the Medium Term Financial Plan for the Committee's work programme including agreed savings for 2023/24.	<p>Committee meeting – standing item: 6 Sep 2023 at 10am</p> <p>Venue: Committee Rooms 3 and 4, Council House</p> <p>Paper/Presentation Deadline: 25 Aug 2023</p>	Sue Harrison, Strategic Director, Children and Families	<p>Councillor Karen McCarthy, Cabinet Member, Children, Young People and Families</p> <p>Janie Berry, City Solicitor</p> <p>Andy Couldrick, Chief Executive,</p>	<p>Outcome: Members were informed of the Q1 budget savings position 2023/24 for areas relating to the Committee remit.</p> <p>Members discussed with Director, Cabinet Member, S115 Officer and BCT Chief Executive the potential impact of S114 notice and</p>

Month	Item/Topic	Aims and Objectives	Scrutiny Method	Cabinet Member/ Lead Officer	Other Witnesses	Additional Information and Outcome*
					<p>Birmingham Children's Trust</p> <p>David Fallows, Head of Performance, Business & Commissioning Intelligence</p> <p>Fiona Greenway, Interim AD, Financial Performance and Insight</p> <p>Sue Harrison, Strategic Director, Children and Young People</p> <p>Mohammed Sajid, Interim Head of Financial Strategy</p> <p>Adrian Weissenbruch, AD, Children and Young People's Travel Service</p>	financial challenges on service provision and spending.

Month	Item/Topic	Aims and Objectives	Scrutiny Method	Cabinet Member/ Lead Officer	Other Witnesses	Additional Information and Outcome*
October	Scrutiny of Delivery of 2023/24 Budget Savings and Update on the Council's Response to S114 Notice and Financial Recovery Plan	<p>For the Committee to consider a report on current and future Budget Savings and Recovery Plan and implications for Education, Children and Young People Overview and Scrutiny Committee</p> <p>Quarter 1, 2 and 3 2023/24 savings to be presented to enable the committee to examine progress of delivery of the 2023/24 savings within the remit of the Committee's terms of reference.</p> <p>Committee invited to consider the implications of Council's response to the Section 114 Notice and Financial Recovery Plan, Secretary of State DLUHC statement to House of Commons, Section 5 Notice and supplementary Section 114 Notice on the scrutiny work programme.</p>	<p>Committee meeting standing item: 18 October 2023</p> <p>Presentation/Paper Deadline: 9 Oct 2023</p> <p>Venue: Council House, Committee Rooms 3 and 4 at 10am</p>	Sue Harrison, Strategic Director, Children and Families	<p>Harjinder Dool, AD, Financial Performance and Insight</p> <p>Clare Sandland, Finance Business Partner</p>	<p>Outcome:</p> <p>Members were informed of the Q2 budget savings position 2023/24 for areas relating to the Committee's remit.</p> <p>The Chair to update the Committee on the work of the Finance and Resources T&F Group in relation to the Committee's remit.</p> <p>Sue Harrison to bring work at early stages of planning for input by the Committee.</p> <p>Future agenda items to include a snapshot of their associated spend/budget and impact.</p>
October	Hidden Children Corporate Priorities: 8 and 10	To update the Committee on hidden children including exclusions, suspensions, part time timetables, elective home education, findings of the Inquiry on period poverty regarding attendance during their periods, and information on children that	<p>Committee meeting standing item: 18 October 2023</p> <p>Presentation/Paper Deadline: 9 Oct 2023</p>	Sue Harrison, Strategic Director, Children and Families	<p>Razia Butt, Director, Children and Families</p> <p>Steve Howell, Head Teacher, City of Birmingham School (COBS)</p>	<p>Duty on local authorities to progress recommendations linked to improving school attendance in Government White Paper by Sept 23</p> <p>Working together to improve school attendance (publishing.service.gov.uk)</p>

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		<p>have and have not returned following the pandemic.</p> <p>To consider information and data on the equalities implications of hidden children.</p> <p>The Committee to agree any comments / recommendations.</p>	Venue: Council House, Committee Rooms 3 and 4 at 10am		<p>Barry Bowles, Chair, COBS</p> <p>Tim Boyes, Chief Executive, Birmingham Education Partnership (BEP)</p> <p>Alan Michell, Head of Service for School Admissions and Fair Access</p> <p>David Fallows, Head of Performance, Business and Commissioning Intelligence</p> <p>Edwina Langley, Lead Practitioner</p> <p>Diane Rhoden Director of Nursing - Safeguarding & Children in Care NHS Birmingham and Solihull</p>	<p>Relevant performance information to be included in the report to enable the committee to conduct a deep dive.</p> <p>The school exclusions, part time timetables, and unsuitable school places item was discussed at the 22 Feb 2023 committee meeting. The papers are available here and the minutes are available here.</p> <p>Outcome: The Committee were updated/assured on the work being undertaken for Hidden Children and it was agreed:</p> <p>The planning for further development of the governance around school exclusions and part time timetables to be brought to a future committee meeting for comment.</p>

Month	Item/Topic	Aims and Objectives	Scrutiny Method	Cabinet Member/ Lead Officer	Other Witnesses	Additional Information and Outcome*
						<p>Steve Howell to provide the data on length of stay of students at COBS.</p> <p>A visit of the Committee to COBS to be arranged.</p> <p>The increase in behavioural problems and speech and language being less developed when children start primary schools to be included in the Early Years Education Entitlement item being discussed at the 17 January 2024 committee meeting.</p> <p>Further focused work on Elective Home Education (EHE) and part time timetables to be considered after the Child Criminal Exploitation Inquiry had finished in the new year.</p>
November	Data Workshop	To understand what performance and measurement data is used across the portfolio to enable Committee to make an informed decision on the focus of	Workshop to be held on the 6 November 2023 at 10.30am in Committee Room 2	Sue Harrison, Strategic Director, Children and Families	David Fallows, Head of Performance, Business & Commissioning Intelligence	Outcome: Members expanded their knowledge of the rationale, range and purpose of data used across the portfolio and decided

Month	Item/Topic	Aims and Objectives	Scrutiny Method	Cabinet Member/ Lead Officer	Other Witnesses	Additional Information and Outcome*
		performance presented to the committee.				what data to include in future reports.
November	School Improvement – the New Relationship with Schools Corporate Priorities: 8	To consider and comment on the proposals being developed.	Committee meeting standing item: 29 Nov 2023 Presentation/Paper Deadline: 13 Nov 2023 Venue: Council House, Committee Rooms 3 and 4 at 10am	Sue Harrison, Director, Children and Families	Lisa Smith, School Improvement – Lead for Strategic Development David Fallows, Head of Digital, Evidence and Performance	This item was agreed at the October 2023 committee meeting.
November	SEND Commissioner Corporate Priorities: 8	To provide an update on SEND improvements. Update could include: <ul style="list-style-type: none"> • Overview of the SEND Commissioner’s expanded role. • Discussion about how the Committee can work and support the Commissioner with improvements. • Increasing transparency. 	Committee meeting single item: 29 Nov 2023 Presentation/Paper Deadline: 13 Nov 2023 Venue: Council House, Committee Rooms 3 and 4 at 10am	John Coughlan CBE, SEND Commissioner	Sue Harrison, Director, Children and Families	The SEND Commissioner attended the 19 October 2022 committee meeting and the weblink for the Commissioner’s first report to the Secretary of State for Education was provided: https://bit.ly/3gOk85W . The action notes/minutes for the committee meeting are available here . The Cabinet Report dated 5 September 2023: Acceptance of the

Month	Item/Topic	Aims and Objectives	Scrutiny Method	Cabinet Member/ Lead Officer	Other Witnesses	Additional Information and Outcome*
						<p>Commissioner's recommendations and progress on the first and second recommendations is available here.</p> <p>The Commissioner's Second Report to the Secretary of State for Education is available here.</p>
January 2024	<p>Improving Services for Children and Families Programme Update</p> <p>Corporate Priorities: 8</p>	To comment / make recommendations on the progress of the improvement programme.	<p>Committee meeting standing item: 17 January 2024</p> <p>Presentation/Paper Deadline: 18 December 2023</p> <p>Venue: Council House, Committee Rooms 3 and 4 at 10am</p>	Sue Harrison, Director, Children and Families	<p>David Fallows, Head of Performance, Business and Commissioning Intelligence</p> <p>Fayth Skeete, Head of Strategic Governance & Planning</p>	<p>The Committee received an update on progress of the programme at the July 2023 committee meeting and the report is available here.</p> <p>Also, the Committee received a summary of the Children and Families Directorate performance approach and progress at the September 2023 committee meeting and the report is available here.</p> <p>In addition, the data workshop on the 6th November 2023 helped shape the focus of the report.</p>

Month	Item/Topic	Aims and Objectives	Scrutiny Method	Cabinet Member/ Lead Officer	Other Witnesses	Additional Information and Outcome*
January 2024	Draft SEND Sufficiency Strategy Corporate Priorities: 8 and 10	For the Committee to comment on the Draft SEND Sufficiency Strategy.	Committee meeting single item: 17 January 2024 Presentation/Paper Deadline: 18 December 2023 Venue: Council House, Committee Rooms 3 and 4 at 10am	Sue Harrison, Director, Children and Families	Helen Ellis, Director, SEND and Inclusion Helen Price, Director, Strategy, Commissioning and Transformation, Children and Families David Bridgman, Head of SEND Commissioning Jaswinder Didially, Head of Service	
February 2024	Early Years Education Entitlement Corporate Priorities: 8 and 10	To examine how best the council can increase the take up of Early Years entitlement for children in the city and the benefits it provides children. To examine the plans for delivering the new and expanding responsibilities for early years.	Committee meeting single item: 28 February 2024 Presentation/Paper Deadline: 12 February 2024 Venue: Council House, Committee Rooms 3 and 4 at 10am	Sue Harrison, Director, Children and Families	TBC	Project to increase uptake of early years and profile of families and data on variation of uptake: BCC Early Years - NESTA project Birmingham City Council

Month	Item/Topic	Aims and Objectives	Scrutiny Method	Cabinet Member/ Lead Officer	Other Witnesses	Additional Information and Outcome*
February 2024	Update on the review of short breaks when it has been completed Corporate Priorities: 8	To provide an update on the outcome of the review of short breaks The Committee to agree any comments / recommendations.	Committee meeting single item: 28 February 2024 Presentation/Paper Deadline: 12 February 2024 Venue: Council House, Committee Rooms 3 and 4 at 10am	David Stringfellow Interim Director of Practice Birmingham Children's Trust	Lisa Jamieson, Interim Director, Commissioning and Corporate Parenting, Birmingham Children's Trust	The briefing paper was e-mailed to the Committee on 21 November 2023, and it is proposed a report is discussed at the February 2024 committee meeting.
February 2024	School Attainment (TBC for February or April)		Committee meeting single item: 28 February 2024 Presentation/Paper Deadline: 12 February 2024 Venue: Council House, Committee Rooms 3 and 4 at 10am	Sue Harrison, Director, Children and Families	TBC	
April 2024	School Attainment (TBC for February or April).		Committee meeting single item: 10 April 2024 Presentation/Paper Deadline: 21 March 2024	Sue Harrison, Director, Children and Families		

*Outcome: This will be populated once the item/topic has been completed. It will identify the added value and impact.

Menu of Issues for Consideration

The following items had been identified as potential topics for future consideration. This approach enables the Overview and Scrutiny Committee to remain flexible and respond in a timely manner to emerging issues.

This is a live work programme. New items may be added, or items removed during the course of the year. Proposed aims and objectives as well as scrutiny methodology may also be subject to change.

Item/Topic	Proposed Aims and Objectives	Proposed Scrutiny Method	Additional Information
A visit to COBS to be arranged (possibly in the new year).			
A visit for Committee to a school – Adderley Primary School.	To inform future work.		
Child Poverty.			
Regular updates on SEND.			
Update on the next joint local area SEND inspection.			The joint local Area SEND assessment in 2021 is available here .
Special Educational Needs and Disability Information, Advice and Support Service (SENDIASS).	To provide an update on the Improvement plan to meet statutory compliance.		
UNICEF Child Friendly City.			
Post 16.		This could be a joint piece of work with the Economy & Skills OSC	
Children and Young People's Travel Service Workshop.	To provide information about the service to aid understanding of the policy and process.	An all Councillor workshop took place on 16 th November 2023.	
The planning for further development of the governance around school exclusions and part time timetables to be brought to a future committee meeting for comment.			

Item/Topic	Proposed Aims and Objectives	Proposed Scrutiny Method	Additional Information
Further focused work on Elective Home Education (EHE), and part time timetables to be considered after the Child Criminal Exploitation Inquiry had finished in the new year.			
Birmingham Safeguarding Children's Partnership's (BSCP) Annual Report Corporate Priorities: 8 and 10	To update the Committee on the children's safeguarding arrangements in the city.	Committee meeting single item: Penny Thompson, Independent Chair, BSCP, and Simon Cross, Business Manager, BSCP	The Committee last discussed this item on 16 th February 2022. The papers are available here and the minutes are available here .

Scrutiny Method Options: Committee meeting - single item, Committee meeting - single theme, Committee meeting – standing item, Task and Finish Group (outline number of meetings), On location, Other - (describe).

Corporate Priorities 2022 – 26:

- | | |
|--|---|
| 1 Support inclusive economic growth | 11 Increase affordable, safe, green housing |
| 2 Tackle unemployment | 12 Tackle homelessness |
| 3 Attract inward investment and infrastructure | 13 Tackle health inequalities |
| 4 Maximise the benefits of the Commonwealth Games | 14 Encourage and enable physical activity and healthy living |
| 5 Tackle poverty and inequalities | 15 Champion mental health |
| 6 Empower citizens and enable citizen voice | 16 Improve outcomes for adults with disabilities and older people |
| 7 Promote and champion diversity, civic pride and culture | 17 Improve street cleanliness |
| 8 Support and enable all children and young people to thrive | 18 Improve air quality |
| 9 Make the city safer | 19 Continue on the Route to Zero |
| 10 Protect and safeguard vulnerable citizens | 20 Be a City of Nature |
| | 21 Delivering a Bold Best in Class Council |

Information on the Corporate Priorities, Performance and City Outcomes was reported to the Education and Children's Social Care OSC in June 23:
[Document.ashx \(cmis.uk.com\)](#)

Finance and Resources Overview and Scrutiny Committee Work Programme 2023 / 24

The work of the Finance and Resources Overview and Scrutiny Committee underpins the delivery of all Corporate Priorities in the Corporate Plan 2022-26.

Month	Item/Topic	Aims and Objectives	Scrutiny Method	Cabinet Member/ Lead Officer	Other Witnesses	Additional Information and Outcome*
July 23	Planned Procurement Activities Report	To consider the Planned Procurement Activities report and scrutinise the governance and spend of Council contracts. The Committee to make any recommendations.	Committee meeting - single item 27 July 2023 Council House Committee Room 6 Deadline for reports: 18 July	Steve Sandercock, Assistant Director, Procurement		Outcome: Assurance of planned procurement activities.
July 23	Update on Stabilisation of the Oracle Financial and HR Management system	To provide the Committee with: Update on the background to the issues with the Oracle system and current challenges Work to address the challenges including governance, risk and timescales Work to learn lessons including governance, risk and timescales Progress on End of Year Accounts including timescales and risks.	Committee meeting - single item 27 July 2023 Council House Committee Room 6 Deadline for reports: 18 July	Fiona Greenway, Interim Director of Finance (S151 Officer)	Meena Kishinani, Director of Transformation	Outcome: Update on Stabilization of Oracle

		The Committee to make any recommendations.				
July 23	Implication of Equal Pay	<p>To provide background to the Equal Pay liabilities for the Council</p> <p>To report on the values work that will underpin the budget recovery plan.</p> <p>Update on the Budget Recovery Plan and the Medium Term Financial Plan.</p> <p>Learning from Local Authority Best Value Intervention Reports</p> <p>The Committee to make any recommendations.</p>	<p>Committee meeting - single item</p> <p>27 July 2023</p> <p>Council House Committee Room 6</p> <p>Deadline for reports: 18 July</p>	Fiona Greenway, Interim Director of Finance (S151 Officer)		Outcome: Update on implications of Equal Pay
July 23	Work Programme	<p>To review the Committee's work programme, agree work to be undertaken during August – November and issues for future consideration</p> <p>To consider the Council's Corporate Risk Register to inform the Committee's work programme.</p>	<p>Committee meeting - single item</p> <p>27 July 2023</p> <p>Council House Committee Room 6</p> <p>Deadline for reports: 18 July</p>	Fiona Bottrill, Senior Overview and Scrutiny Manager		

September 23	Planned Procurement Activities Report	To consider the Planned Procurement Activities (to be considered at Cabinet on 5 th September) report and scrutinise the governance and spend of Council contracts. The Committee to make any recommendations.	Committee meeting - single item 7 September 2023 Council House Committee Room 6 Deadline for reports: 29 August	Steve Sandercock, Assistant Director, Procurement		Outcome: No questions relating to PPAR
September 23	Managing Council Risk including the Strategic Risk Register, Budget Risk and Savings Risks	Update members on risk management to inform Committee work programme	Committee meeting - single item 7 September 2023 Council House Committee Room 6 Deadline for reports: 29 August	Fiona Greenway, Interim Director of Finance (S151 Officer) Sarah Dunlavey, Assistant Director, Audit & Risk Management		It was requested at the July Committee Meeting that the Corporate Risk Register is included as a standing item. Outcome: Item deferred
September 23	Update on Budget Recovery Plan and MTFP and Scrutiny Contribution to Budget Savings	To provide the Committee with an update on the current position with regard to the implications of Equal Pay, the Budget Recovery Plan and Values Framework. To consider the Corporate Savings Programme.	Committee meeting - single item 7 September 2023 Council House Committee Room 6	Fiona Greenway, Interim Director of Finance (S151 Officer)		Outcome: Clarification provided on statutory requirement of regarding S114 Notice process. Assurance provided regarding risk management control framework around Equal Pay.

		The Committee to make any recommendations.	Deadline for reports: 29 August			Additional meeting to be held to further consider Section 114 Notice, Financial Recovery Plan and delivery of savings
September 23	Oracle Stabilisation Update	<p>To provide the Committee with an update, to include:</p> <ul style="list-style-type: none"> • Update on 'Safe and Compliant' • Update on Optimisation High Level Design • Oracle financial position • Key strategic risks from within the Oracle RAID log • Update on Oracle Management Review – including anticipated completion date. <p>The Committee to make any recommendations.</p>	<p>Committee meeting - single item</p> <p>7 September 2023</p> <p>Council House Committee Room 6</p> <p>Deadline for reports: 29 August</p>	<p>Meena Kishinani, Interim Director of Transformation</p> <p>Craig Buckley, Oracle Programme Director</p>		Outcome: Information provided regarding safe and compliant timescales
September 23	Job Evaluation – Permanent Pay Equity	To consider the report on Permanent Pay Equity presented to Cabinet on 25 July.	<p>Committee meeting - single item</p> <p>7 September 2023</p>	Deborah Cadman Chief Executive and Head of Paid Service		Outcome: Information provided on background and timescales for job evaluation and pay equity.

		To provide the Committee with an update on activity since that date. The Committee to agree how it will provide monitoring and oversight of the delivery of the programme. The Committee to make any recommendations.	Council House Committee Room 6 Deadline for reports: 29 August	Janie Berry, City Solicitor and Monitoring Officer Fiona Greenway, Interim Director of Finance (S151 Officer) Darren Hockaday, Interim Director of People and Corporate Services		
Sept 23	Equal Pay Liability and Job Evaluation	To receive a verbal report from the Chief Executive	Committee meeting - single item 29 September 2023 Council House Committee Room 3 &4 Deadline for reports: 20 Sept	Deborah Cadman Chief Executive and Head of Paid Service Darren Hockaday, Interim Director of People and Corporate Services		Outcome: Update provided on Pay Equity Scheme
Sept 23	Council Response to Section 114 Notice and Financial Recovery	To provide the Committee with an update on the current position with regard to the implications of Equal Pay, the Budget Recovery Plan and Values Framework.	Committee meeting - single item 29 September 2023	Deborah Cadman Chief Executive and Head of Paid Service		Outcome: Committee updated on the Council's response to the Section 114 Notice and financial recovery

		To consider the Corporate Savings Programme. The Committee to make any recommendations.	Council House Committee Room 3 &4 Deadline for reports: 20 Sept	Janie Berry, City Solicitor and Monitoring Officer Fiona Greenway, Interim Director of Finance (S151 Officer)		
Sept 23	Managing Council Risk including Strategic Risk Register, Budget Risks and Savings Risks	Item deferred from 7 September meeting. Update members on risk management to inform Committee work programme	Committee meeting - single item 29 September 2023 Council House Committee Room 3 &4 Deadline for reports: 20 Sept	Fiona Greenway, Interim Director of Finance (S151 Officer) Sarah Dunlavy, Assistant Director, Audit & Risk Management		Outcome: Committee updated on risk management processes
October 23			12 October 2023 Council House Committee Room 6			October Finance and Resources OSC cancelled due to Extra-ordinary Meetings of City Council on 12 October 23.
November 23	Planned Procurement Activities (standing item)	To consider the Planned Procurement Activities report and scrutinise the governance and spend of Council contracts.	Committee meeting 16 November 2023	Steve Sandercock, Assistant Director, Procurement		Outcome: The Committee noted forthcoming planned procurement activities.

		The Committee to make any recommendations.	Council House Committee Room 6 Deadline for reports: 1 November			
November 23	Scrutiny of Delivery of 2023/24 Budget Savings and Update on the Council's Response to s144 Notice and Financial Recovery Plan	To consider the implications of Equal Pay and the Medium-Term Financial Plan for the Committee's work programme including agreed savings for 2023/24.	Committee meeting 16 November 2023 Council House Committee Room 6 Deadline for reports: 1 November			The Finance and Resources OSC will consider 2023/24 in year savings across all council services. Outcome: The Committee reviewed the delivery of savings across the Council as at Quarter 2.
November 23	Job Evaluation and Pay Equity System	To update on the Pay Equity System agreed with the 3 trade unions and timescales for implementation to meet the deadline of End March 2025.	Committee meeting 16 November 2023 Council House Committee Room 6 Deadline for reports: 1 November	Deborah Cadman, Chief Executive Katy Fox, Director of People Services		Outcome: Update on implementation of the Pay Equity System. Next update requested for January 24.

November 23	Oracle Update (standing item)	<p>To update members on the implementation of Stabilisation of Oracle including strategic risks reported to September OSC meeting.</p> <p>To provide a detailed breakdown of what money is being spent and a definition of customisation – what it is and what it looks like.</p> <p>To update on timescales for Optimisation.</p>	<p>Committee meeting</p> <p>16 November 2023</p> <p>Council House Committee Room 6</p> <p>Deadline for reports: 1 November</p>	<p>Meena Kishinani, Interim Director of Transformation</p> <p>Craig Buckley, Oracle Programme Director</p>		<p>The Health and Adult Social Care OSC has recommended that the Finance and Resources OSC seeks assurance regarding the systems on place to ensure that the Council is invoicing and receiving payments.</p> <p>Outcome: Update on Oracle Stabilisation. Next update requested for January 24.</p> <p>Response to be provided on invoicing and receipt of payments.</p>
November 23	Budget Scrutiny Task and Finish Group	Terms of Reference to be considered as part of Finance and Resources OSC Work Programme Report 16 November 23.	Task and Finish Group meeting: 20 November	Fiona Greenway, Interim Director of Finance (S151 Officer)		
December 23	Budget Scrutiny Task and Finish Group	Consider savings proposals	Task and Finish Group meeting: 4 December	Fiona Greenway, Interim Director of Finance (S151 Officer)		
December 23	Budget Scrutiny Task and Finish Group	Consider savings proposals	Task and Finish Group meeting: 6 December	Fiona Greenway, Interim Director of		

				Finance (S151 Officer)		
December 23	Budget Scrutiny Task and Finish Group	Consider savings proposals	Task and Finish Group meeting: 7 December	Fiona Greenway, Interim Director of Finance (S151 Officer)		
December 23	Financial Position Update	To update members on the Council's current financial position.	Committee meeting 14 December 2023 Council House Committee Room 6 Deadline for reports: 29 November 23	Fiona Greenway, Interim Director of Finance (S151 Officer)		The report will be presented to Cabinet on 12 December.
January 24	Budget Scrutiny Task and Finish Group	Scrutiny of 2024/25 Budget Proposals	Task and Finish Group meeting: 8 January	Fiona Greenway, Interim Director of Finance (S151 Officer)		
January 24	Budget Scrutiny Task and Finish Group	Scrutiny of 2024/25 Budget Proposals	Task and Finish Group meeting: 10 January	Fiona Greenway, Interim Director of Finance (S151 Officer)		

January 24	Consider recommendations and comments from Budget Scrutiny Task and Finish Group	Agree recommendations and comments to be reported to Cabinet to inform 2024/25 budget	Committee meeting January 24 Date TBC Council House Committee Room 6 Deadline for reports: TBC	Fiona Greenway, Interim Director of Finance (S151 Officer)		
January 24	End of Year Outturn	To inform the Committee of the end of year outturn and Committee to agree any comments / recommendations.	Committee meeting January 24 Date TBC Council House Committee Room 6 Deadline for reports: TBC	Fiona Greenway, Interim Director of Finance (S151 Officer)		
January 24	Q2 Financial Monitoring	To inform the Committee of the Q2 financial monitoring and the Committee to agree any comments / recommendations.	Committee meeting January 24 Date TBC Council House Committee Room 6	Fiona Greenway, Interim Director of Finance (S151 Officer)		

			Deadline for reports: TBC			
January 24	Oracle Update	<p>To update members on progress, to include Key Strategic Risks, Finance and Optimisation timescales.</p> <p>The Committee has also requested an update on the impact of the Oracle issues on schools.</p>	<p>Committee meeting</p> <p>January 24 Date TBC</p> <p>Council House Committee Room 6</p> <p>Deadline for reports: TBC</p>	<p>Meena Kishinani, Interim Director of Transformation</p> <p>Craig Buckley, Oracle Programme Director</p>		The previous update was presented to Committee in November 23.
January 24	Job Evaluation and Pay Equity System Update	To receive an update on activities and timescales to meet the April 2025 deadline for the implementation of the Pay Equity System.	<p>Committee meeting</p> <p>January 24 Date TBC</p> <p>Council House Committee Room 6</p>	Katy Fox, Director of People Services		The previous update was presented to Committee in November 23.

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Menu of Issues for Consideration

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This is a live work programme work programme. New items may be added, or items removed during the course of the year. Proposed aims and objectives as well as scrutiny methodology may also be subject to change.

Item/ Topic	Proposed Aims and Objectives	Proposed Scrutiny Method	Additional Information
Monitoring recommendations of the Procurement Governance Scrutiny Report	To receive an update on the new Procurement and Contract Governance rules	Committee meeting - single item	
Progress Report on Implementation: Council-owned Assets	To track progress on implementation of the recommendations R01 and R02.	Committee meeting - single item	Recommendations R03-R06 were signed off as completed in November 2022.
Diversity and Inclusion Dashboard	Role for O&S in looking at specific aspects of the data and monitoring progress including: <ul style="list-style-type: none"> • Work force planning in relation to age profile of staff. • Disability disclosure and. reasonable adjustments • Governance of Everyone's Battle, Everyone's Business (EBEB) and what impact this has made. 	TBC	Possible key questions: How do we acquire new talent? How do we ensure we're attractive to potential new employees? Are we open, accessible, inclusive and do our job descriptions and requirements reflect the needs of the business, but also the reality of life and experience of work for applicants? When is it appropriate to use consultants and how are these decisions made?
Working from Home	To understand the impact on productivity and workforce costs.	TBC	This may be looked at flexibly. Important to note that this item isn't about stopping working from home, but looking at where it is appropriate and whether it works for the needs of the council and its residents.
Visits to inform the work of the Committee			

Council Assets	Scrutiny of Asset Strategy as part of Financial Recovery Plan		
Treasury Management	Scrutiny of the Council's Treasury Management		
Impact of Spend Control Board	Understand the savings made through the implementation of spend controls		This work has been incorporated into the Budget Scrutiny Task and Finish Group
Mutually Agreed Resignation Scheme (MARS)	Understand the savings identified through the MARS scheme and potential service implications.		MARS scheme is not being taken forward.
Strategic Risk Register	To understand the management of risk across the organisation.	Committee meeting single item	The Strategic Risk Register, Budget Risks and Savings Risks were previously considered at Committee in September 23.
External auditors' review, CfGS wider governance review and management review	To be briefed on the findings and recommendations of the various reviews being undertaken.	TBC	

Scrutiny Method Options:

Committee meeting - single item

Committee meeting - single theme

Task and Finish Group (outline number of meetings)

On location

Other - (describe)

Corporate Priorities, Performance and Outcomes

Corporate Priorities 2022 – 26:

- | | |
|--|---|
| 1 Support inclusive economic growth | 11 Increase affordable, safe, green housing |
| 2 Tackle unemployment | 12 Tackle homelessness |
| 3 Attract inward investment and infrastructure | 13 Tackle health inequalities |
| 4 Maximise the benefits of the Commonwealth Games | 14 Encourage and enable physical activity and healthy living |
| 5 Tackle poverty and inequalities | 15 Champion mental health |
| 6 Empower citizens and enable citizen voice | 16 Improve outcomes for adults with disabilities and older people |
| 7 Promote and champion diversity, civic pride and culture | 17 Improve street cleanliness |
| 8 Support and enable all children and young people to thrive | 18 Improve air quality |
| 9 Make the city safer | 19 Continue on the Route to Zero |
| 10 Protect and safeguard vulnerable citizens | 20 Be a City of Nature |
| | 21 Delivering a Bold Best in Class Council |

Information on the Corporate Priorities, Performance and City Outcomes was reported to Finance and Resources OSC in June 23: [Document.ashx \(cmis.uk.com\)](https://cmis.uk.com)

Health and Adult Social Care Overview and Scrutiny Committee Work Programme 2023 / 24

Month	Item/Topic Link with Corporate Priorities	Aims and Objectives	Scrutiny Method	Cabinet Member/ Lead Officer	Other Witnesses	Additional Information and Outcome*
July 2023	CQC Pilot Inspection Corporate Priority: 16	<p>To update the Scrutiny Committee on the pilot CQC Inspection of Adult Social Care Services including Adult Social Care performance.</p> <p>To enable the Committee to provide assurance / recommendations to inform the preparation for the pilot inspection.</p> <p>To understand how the performance of adult social care will be overseen in future and how the role of the HASC relates to the work of the CQC to inform the Committee's work programme</p>	<p>Committee Meeting single item: Agenda item for OSC meeting on 4 July 2023. 10.00am</p> <p>Deadline for reports: 23 June</p> <p>Venue: Council House, Committee Rooms 3 and 4</p>	Professor Graeme Betts CBE Strategic Director Adult Social Care	Andy Cave, Chief Executive, Healthwatch Birmingham	<p>Outcomes: 3 recommendations were made to Strategic Director Adult Social Care following discussion at Committee.</p> <p>The recommendations are captured in the Committee Action Tracker</p> <p>HASC Chair contributed to CQC pilot inspection</p>
July 2023	Integrated Care System Governance: Place Committee and decision-making powers. Corporate Priority: 16	To inform the Committee of the Governance arrangements of the ICS and the role and responsibilities of the Birmingham Place Board.	Committee Meeting single item: Agenda item for OSC meeting on 4 July 2023. 10.00am	Professor Graeme Betts CBE Strategic Director Adult Social Care	Andy Cave, Chief Executive, Healthwatch Birmingham	<p>Outcomes: 3 recommendations were made by the Chief Executive of the ICS following discussion at Committee.</p>

		<p>This will include how the principle of subsidiarity will be implemented in practice, the governance arrangements and how this links with Primary Care Networks and Local Authority locality working.</p> <p>The Committee to agree any comments / recommendations.</p>	<p>Deadline for reports: 23 June</p> <p>Venue: Council House, Committee Rooms 3 and 4</p>			<p>The recommendations are captured in the Committee Action Tracker.</p> <p>Response to recommendation has been circulated to Committee members.</p>
July 2023	<p>Scrutiny Work Programme</p> <p>Statutory Health Scrutiny Function</p>	<p>To review the Committee's work programme, agree work to be undertaken during August – November and issues for future consideration.</p> <p>To consider the Council's Corporate Risk Register to inform the Committee's work programme.</p>	<p>Committee Meeting single item: Agenda item for OSC meeting on 4 July 2023. 10.00am</p> <p>Deadline for reports: 23 June</p> <p>Venue: Council House, Committee Rooms 3 and 4</p>	Fiona Bottrill Senior Overview and Scrutiny Manager		<p>Outcome:</p> <p>Comments submitted to inform commissioning of sexual health services based on report and discussion at HASC meeting February 23.</p>
July 2023	<p>Inquiry: Children and young people's mental health</p> <p>Corporate Priority: 15</p>	<p>Review evidence and develop draft recommendations</p>	<p>Task and Finish Group meeting w/c 18 July</p>	Fiona Bottrill, Senior Overview and Scrutiny Manager	Task & Finish Group members.	<p>Outcome:</p> <p>Draft recommendations agreed</p>

July 2023	Inquiry: Children and young people's mental health Corporate Priority: 15	Meeting with key partners to discuss draft recommendations	Task and Finish Group meeting 26 July	Fiona Bottrill, Senior Overview and Scrutiny Manager	Task & Finish Group members.	Outcome: Draft recommendations discussed.
September 2023	Inquiry: Children and young people's mental health Corporate Priority: 15	Sign off draft Inquiry report	Task and Finish Group meeting 6 September	Fiona Bottrill, Senior Overview and Scrutiny Manager	Task & Finish Group members.	Outcome: Draft report agreed
September 2023	Primary Care Enabling Strategy Corporate Priorities: 8, 13, 16	To receive a report on the NHS/ICB Primary Care Enabling Strategy setting out how primary care will be prioritised in the delivery of health and social care in Birmingham	Committee Meeting single item: Agenda item for OSC meeting on 19 September 10.00am Deadline for reports: 8 th September Venue: Council House, Committee Rooms 3 and 4	Anna Hammond, Director of GP Provider Support and Dr Sunando Ghosh, Primary Care Medical Services Board Partner Member		Outcome: Issues identified by Committee to be considered by ICB in further development of the strategy. Birmingham Community Healthcare Trust (BCHT) identified as able to provide information on Health Visiting can be part of a system-wide model working with GPs to improve child care.
September 2023	Scrutiny Contribution to the Budget Savings and Recovery Plan Corporate Priorities: 10, 16	To consider the implications of Equal Pay and the Medium-Term Financial Plan for the Committee's work programme including agreed savings for 2023/24.	Committee Meeting single item: Agenda item for OSC meeting on 19 September 10.00am.	Cllr. Khan, Cabinet Member, Adult Social Care Professor Graeme Betts CBE Strategic Director Adult Social Care	TBC	Outcome: Recommendation to Finance and Resources OSC regarding council income and invoicing on Oracle finance system.

			<p>Deadline for reports: 8 September.</p> <p>Venue: Council House, Committee Rooms 3 and 4.</p>			<p>It was agreed at Co-ordinating in July that all Scrutiny Committees would consider the implications of Equal Pay and the Medium-Term Financial Plan at the September Committee Meetings.</p>
September 2023	<p>Work Programme report to include Health and Adult Social Care OSC and Joint Health Overview and Scrutiny Committee role in NHS quality assurance.</p> <p>Statutory Health Scrutiny Function</p>	<p>To agree a 2-3 year schedule of reports from NHS Trust based in / serving Birmingham and Joint HOSC areas including:</p> <p>CQC report Quality Account Analysis of complaints and how this has driven service improvement. Key risks / issues for the Trust and plans to address these.</p> <p>The Committee to agree any comments / recommendations.</p>	<p>Agenda at HASC OSC Committee Meeting 19 September 10.00am</p> <p>Deadline for reports: 8 September.</p> <p>Venue: Council House, Committee Rooms 3 and 4.</p>	Fiona Bottrill, Senior Overview and Scrutiny Manager		<p>Outcome: Committee agreed approach to scrutiny of healthcare systems to be reported to the HASC.</p> <p>NHS Trusts based in / serving Birmingham: UHB BWCT NHS FT Sandwell and West Birmingham Birmingham CHT BSMHFT Royal Orthopaedic NHS FT WMAS</p>
October 2023	<p>Inquiry: Children and young people's mental health</p> <p>Corporate Priorities: 15</p>	<p>Task and Finish Group to agree consider comments received on draft report</p>	<p>Task and Finish Group meeting on 4th October.</p>	Fiona Bottrill, Senior Overview and Scrutiny Manager		<p>All Members of the Committee will be invited to this meeting to be informed of issues and recommendations.</p>

October 2023	<p>Scrutiny Contribution to the Budget Savings and Recovery Plan</p> <p>Corporate Priorities: 10, 16</p>	<p>To consider the implications of Equal Pay and the Medium-Term Financial Plan for the Committee's work programme including agreed savings for 2023/24.</p>	<p>Committee Meeting single item: Agenda item for OSC meeting on 17th October 10.00am.</p> <p>Deadline for reports: 5th October.</p> <p>Venue: Council House, Committee Rooms 3 and 4.</p>	<p>S.151 Officer or senior member from Finance Dept (Mohammed Sajid TBC)</p> <p>Cabinet Member TBC</p> <p>Adult Social Care- Prof. Graeme Betts or Senior member of ASC team (TBC).</p>	TBC	<p>Outcome:</p> <p>Further scrutiny of the delivery of savings through the adult transformation programme</p> <p>It was agreed at Co-ordinating in July that all Scrutiny Committees would have this item on agenda for all meetings until further notice. To be a standing agenda item all HASC meetings going forward.</p>
October 2023	<p>Monitoring implementation recommendation R01 from Scrutiny Inquiry on Legacy of Commonwealth Games</p> <p>Corporate Priorities: 4 & 14</p>	<p>To update on the development of the inclusive Sports Strategy and Activity City Strategy.</p> <p>The Committee to agree any comments / recommendations.</p>	<p>Committee Meeting single item: Agenda at HASC OSC Committee Meeting 17 October, 10.00am.</p> <p>Deadline for reports: 5th October.</p> <p>Venue: Council House, Committee Rooms 3 and 4, 10am.</p>	<p>Lynda Bradford, Interim Service Lead, Physical Activity, and Dave Wagg, Head of Sport & Physical Activity.</p>		<p>Inquiry report available from: Document.ashx (cmis.uk.com)</p> <p>Recommendations to be completed by October 2024 R01: b) Provide an outline of how the insight and experience of disabled citizens will inform the new Sport and Physical Activity strategies.</p> <p>d) Continue to build upon the new partnerships developed through the CWG, and work with the Birmingham Disability Sports Forum to maximise</p>

						the impact of the strategy and understanding the range of activity on-going in the city
October 2023	<p>Access to community dental services.</p> <p>Corporate Priorities: 13, 14</p>	<p>To receive a report from the ICS to understand the issues relating to access to dental services in Birmingham and the impact this has on oral health. Based on this information the Committee may decide to undertake further work through a Task and Finish Group.</p> <p>The Committee to agree any comments / recommendations.</p>	<p>Committee Meeting single item: Agenda at HASC OSC Committee Meeting 17 October, 10.00am</p> <p>Deadline for reports: 5th October.</p> <p>Venue: Council House, Committee Rooms 3 and 4.</p>	Paul Sherriff, Chief Officer, Partnerships & Integration, B/Sol ICB and Alastair McIntyre, Managing Director, Office of the West Midlands.	Andy Cave, Healthwatch (TBC)	<p>Outcome:</p> <p>The Committee to be provided with data on health equity and</p> <p>This is regional service and timescale dependent on ongoing work at BSOL and regional level.</p> <p>Link to Healthwatch report on accessing dentistry services: Impact report: Changes to accessing NHS dentistry in Birmingham and Solihull - Healthwatch Birmingham</p>
November 2023	<p>Scrutiny of delivery of 23/24 Budget Savings & Financial Recovery plans.</p> <p>Corporate Priorities 10, 16</p>	To update HASC Committee on the progress in delivering the 23/24 savings agreed in the MTFS 2023-26 that fall	Committee meeting single item: Agenda at HASC OSC Committee 21st	Samantha Bloomfield, Finance Partner, Adult & Social Care (ASC).	Prof. Graeme Betts, Strategic Director, Adult & Social Care.	<p>Outcome:</p> <p>Committee updated on delivery of savings within adult transformation programme.</p>

		under this committee's portfolio.	November 2023, 10.00am Deadline for report: 6 th November			<p>At the Committee meeting on 17 October members requested that greater detail be provided on the savings on the Adult Social Care Transformation Programme. A Task and Finish Group to be led by Finance and Resources OSC has been established by Co-ordinating OSC and will look at budget and savings across the council in further detail.</p> <p>Two meetings of T&F Finance & Resource Group scheduled for December. HASC to be updated (possibly on Team before the formal HASC meeting in Jan. '24)</p>
November 2023	Urgent Treatment Centres (UTC) in Birmingham Corporate Priority: 13	Report to Committee on access and availability of UTCs city-wide, including functionality and purpose, and quality of buildings.	Committee meeting single item: Agenda at HASC OSC Committee 21st November 2023, 10.00am	Mandy Nagra, ICB B/Sol, Chief Delivery Officer.	Alan Butler, ICB Associate Director of Delivery, Improvement and UEC. B/Sol Engagement Lead Officer Emma McKinney.	Outcome: Further report from IBC to be brought to January '24 meeting with feedback report on community engagement on UTCs in line with statutory consultation process.

			Deadline for report 6 th November			
November 2023	Quality Report from ICB Corporate Priorities: 13,15,16	To inform the Committee of the Quality Assurance processes across the ICB systems and enable the Committee to prioritise system focussed quality reports to future meetings.	Committee Meeting single item: Agenda at HASC OSC. Committee 21st November 2023 10.00am Deadline for reports: 6 th Nov Venue: Council House, Committee Rooms 3 and 4	Lisa Stalley-Green, Deputy CEO & Chief Nursing Officer, NHS ICB Birmingham and Solihull.	Paul Sherriff, Chief Officer, Partnerships & Integration B/Sol ICB.	Outcome: Committee updated on actions to mitigate key area of concerns highlighted in report which will inform the development of the HASC and Join HOSC work programme.
December 2023.	Adult & Social Care Q2 Performance Monitoring Corporate Priority: 16	Report on red rated performance indicators; 5 performance indicators chosen by HASC for in-depth examination and the complete set of Adult Social Care (ASC) performance indicators Update on pilot CQC Inspection	Committee Meeting single item: Agenda at HASC OSC Committee 19th December 2023 10.00am Deadline for reports: 7th Dec. Venue: Council House, Committee Rooms 3 and 4	Maria Gavin, AD, ASC.		To also provide verbal update on the recent CQC inspection of ASC.

January 2024	<p>Scrutiny Inquiry on Children and Young People's Mental Health</p> <p>Corporate Priority: 15</p>	<p>To approve the report and agree the recommendations of the Children's and Young People's Scrutiny Inquiry and note any recommendations to go to City Council in January '24</p>	<p>Committee Meeting single item: Agenda at HASC OSC Committee 23rd January 10.00am</p> <p>Deadline for reports: 9th January.</p> <p>Venue: Council House, Committee Rooms 3 and 4</p>	<p>Cllr. Mick Brown, Chair of Inquiry Task and Finish Group</p>	<p>Fiona Bottrill, Senior Overview and Scrutiny Committee Manager.</p>	<p>The Health and Adult Care OSC has the delegated Health Scrutiny power to make recommendations to NHS organisations. Report scheduled to go to Council in January '24.</p>
Jan 2024.	<p>Birmingham Safeguarding Adult Board (BSAB) Annual Report 2022/23</p> <p>Corporate Priority: 10, 16</p>	<p>To update the Committee on the children's safeguarding arrangements in the city.</p>	<p>Committee meeting single item: 23rd January 2024.</p> <p>Presentation/Paper Deadline: 9th January 2024</p> <p>Venue: Council House, Committee Rooms 3 and 4 at 10am</p>	<p>Dr Carolyn Kus, BSAB Chair www.bsab.org</p>		<p>Birmingham Safeguarding Adult Board (BSAB) Annual Report 2022/23</p> <p>Recommendation from Co-ordinating OSC that all OSCs consider relevant aspects of Domestic Abuse in the work programme. To consider Adult Safeguarding Issues related to Domestic Abuse.</p> <p>The Neighbourhoods OSC work programme includes informing the development of the new Domestic Abuse Prevention Strategy</p>

	<p>Scrutiny of delivery of 23/24 Budget Savings & Financial Recovery plans.</p> <p>Corporate Priorities: 10, 16</p>	<p>To update HASC Committee on the progress in delivering the 23/24 savings agreed in the MTFS 2023-26 that fall under this committee's portfolio. Q3 savings plan period to be reported to Committee.</p>	<p>Committee meeting single item: 23rd January 2024.</p> <p>Presentation/Paper Deadline: 11th Jan 2024</p> <p>Venue: Council House, Committee Rooms 3 and 4 at 10am</p>	<p>Samantha Bloomfield, Finance Partner, Adult & Social Care (ASC).</p>	<p>Prof. Graeme Betts, Strategic Director, Adult & Social Care.</p>	
January 2024.	<p>Birmingham and Lewisham African and Caribbean Health Inequalities Review (BLACHIR)</p> <p>Corporate Priority: 13</p>	<p>To report on impact of implementation activity and actions within the ICS and BCC.</p>	<p>Committee meeting single item: 23rd January 2024.</p> <p>Presentation/Paper Deadline: 11th Jan 2024</p> <p>Venue: Council House, Committee Rooms 3 and 4 at 10am</p>	<p>Nonso Nwaiwu Senior Public Health Officer (BLACHIR).</p>	<p>Justin Varney, Director of Public Health</p>	
January 2024	<p>Urgent Treatment Centres (UTC) in Birmingham update.</p> <p>Corporate Priority: 13</p>	<p>To report to committee on update on consultation and engagement activity with communities on UTCs, in particular, Warren Farm.</p>	<p>Committee meeting single item: 23rd January 2024.</p> <p>Presentation/Paper</p>	<p>Mandy Nagra, Chief Delivery Officer ICB</p> <p>Alan Butler, ICB Associate Director of Delivery,</p>		<p>Further from meeting on 21st November, Committee has asked that ICB come back to January '24 meeting with feedback report on community engagement on</p>

			Deadline: 11th Jan 2024 Venue: Council House, Committee Rooms 3 and 4 at 10am	Improvement and UEC		UTCs in line with statutory consultation process.
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*Outcome: This will be populated once the item/topic has been completed. It will identify the added value and impact.

Birmingham and Sandwell Joint Health Overview and Scrutiny Committee

Month	Item/Topic	Aims and Objectives	Scrutiny Method	Cabinet Member/Lead Officer	Other Witnesses	Additional Information and Outcome*
Sept 2023	Midland Metropolitan Hospital update Statutory Health Scrutiny Function	To receive an update on the development of the Midland Metropolitan University Hospital (MMUH)	Committee meeting single item: 27th Sept. Venue: Council House, Sandwell Council, Oldbury.		Jayne Ilic Director of Communication and Engagement, MMUH Programme Company.	Invitation from NHS Sandwell & West Birmingham for a potential visit (Dates proposed; 16/2, 1/3 & 15/3 2024)
Sept 2023	Update on Changes to Day Surgery at Sandwell and West Birmingham Hospitals NHS Trust. Statutory Health Scrutiny Function	To provide an update to the Committee on the ongoing work to implement the changes from the formal conversation to Changes to Day Surgery held	Committee meeting single item: 27th Sept. Venue: Council House, Sandwell Council, Oldbury.	Jayne Salter-Scott, Head of Public and Community Engagement, Sandwell and West Birmingham		Members to be kept updated at future meetings

		between March 2022 and April 2022.		Hospitals NHS Trust.		
Sept 23	Patient Experience at Sandwell and West Birmingham Hospitals NHS Trust. Statutory Health Scrutiny Function	To update the Committee about Sandwell and West Birmingham Hospitals NHS Trust's (SWB) approach to patient experience	Committee meeting single item: 27th Sept. Venue: Council House, Sandwell Council, Oldbury.	Jamie Emery, Patient Insight, and Involvement		Members to be kept updated at future meetings
October 2023	An informal briefing for JHOSC Chairs with MMUH Delivery Director and our Group Director of Operations Primary Care, Communities Statutory Health Scrutiny Function	To talk through our rationale and approach to the decoupling of Stroke services to deliver high quality, safe rehabilitation outside the acute hospital environment and seek their opinion and advise on our direction of travel.	MS TEAMS JHOSC Chairs briefing. 31 st October 2023 1.30pm	Jayne Salter-Scott, Head of Communities and Engagement, Sandwell and West Birmingham NHS Trust.		
TBC	Scrutiny and Quality Assurance. Statutory Health Scrutiny Function.	To agree a 2–3-year schedule of reports on services within the Joint HOSC area including: CQC report Quality Account Analysis of complaints and how this has driven service improvement. Key risks / issues for the Trust.	TBC			

*Outcome: This will be populated once the item/topic has been completed. It will identify the added value and impact.

Birmingham and Solihull Joint Health Overview and Scrutiny Committee

Month	Item/Topic	Aims and Objectives	Scrutiny Method	Cabinet Member/ Lead Officer	Other Witnesses	Additional Information and Outcome*
July 2023	<p>Report on 3 Independent Reviews of University Hospital Birmingham NHS Foundation Trust: Patient Safety Review Culture Review Well Led Review of Leadership and Governance</p> <p>Statutory Health Scrutiny Function</p>	<p>To provide assurance to the Committee on the outcome of the Well Led and progress on the Culture review and timescales and implementation of the recommendations of the Patient Safety Review.</p> <p>To consider the Healthwatch ground rules for the 3 Reviews and if these have been met.</p>	<p>Committee Meeting single item: Agenda item at Joint HOSC meeting 25th July 23</p> <p>Deadline for reports 14th July 23</p> <p>Venue: Council House, Committee Rooms 3 and 4</p>	David Melbourne, BSOL ICB Chief Executive.	<p>Prof. Mike Bewick, IQ4U Consultants</p> <p>Jonathan Brotherton, CEO UHB.</p> <p>Andy Cave, Healthwatch Birmingham.</p>	<p>Information requested on April 23 Joint HOSC: To receive a copy of the ICS analysis of the UHB Trust's <i>Standardised Hospital Mortality Ratio</i> (SHMR);</p> <p>To receive an annual summary of the learning that had taken place over the course of the year across UHB be brought forward and submitted to the JHOSC in future;</p> <p>To receive a roadmap for the remaining reviews in terms of how they will report, expected dates/timescales/milestones.</p> <p>Outcome: Update provided on reviews</p> <p>Public Engagement / Citizen voice: Engagement between patients families and UHB following deputation at</p>

						meeting Assurance provided regarding Healthwatch ground rules.
July 2023	BSol ICS update on performance against finance and recovery plans Statutory Health Scrutiny Function Corporate Priority: 8, 13 & 16	To update the members on the ICS financial position and recovery of healthcare services following the impact of the covid pandemic.	Committee Meeting single item: Agenda item at Joint HOSC meeting 25 July 23 Deadline for reports 14 July 23 Venue: Council House, Committee Rooms 3 and 4	Paul Athey, BSOL ICS Chief Finance Officer		Outcomes: Update provided on ICS financial position and recovery of healthcare services.
October 2023	Maternity Services at Heartlands Hospital Statutory Health Scrutiny Function Corporate Priority 13	To consider the CQC report findings and actions to be taken by the Trust.	Committee Meeting: Agenda item at Joint HOSC meeting 5th October '23. Venue: Council House, Solihull	Lisa Stanley-Green; ICB Chief Nurse/Deputy CEO. Angela Hughes: BSOL ICB Senior Quality Lead Maternity		Outcome: To come back to future meeting with update on actions from CQC findings

October 2023.	<p>Birmingham and Solihull ICS Performance on Finance & Recovery plans.</p> <p>Statutory Health Scrutiny Function</p> <p>Corporate Priority 8, 13 & 16</p>	To provide a summary of key performance and deliverables (as at end of July).	<p>Committee Meeting: Standard agenda item at Joint HOSC meetings. 5th October '23.</p> <p>Venue: Council House, Solihull</p>	Paul Athey, Chief Finance Officer		Standing agenda item: Next update at next JHOSC meeting
Oct. 2023	<p>West Midlands Ambulance Service Delivery</p> <p>Statutory Health Scrutiny Function</p>	To consider the West Midlands Ambulance Service activities such as conveyance to hospitals, lost hours to handover delays, response time by call category, profile of Serious Incidents, actions taken by WMAS, high impact actions to make a difference, outcomes from a WMAS perspective	<p>Committee Meeting: Agenda item at Joint HOSC meeting 5th October '23.</p> <p>Venue: Council House, Solihull</p>	Vivek Khashu: Strategy and Engagement Director, West Midlands Ambulance Service		WMAS rep unable to attend October meeting although supplementary note and report was tabled at meeting for consideration. WMAS to come back to a future JHOSC to update on latest performance.
Oct. 2023	<p>Winter Pressure Update</p> <p>Statutory Health Scrutiny Function</p> <p>Corporate Priority 8, 13 & 16</p>	To discuss the wider topic of winter pressures as part of A&E pressures and ambulance issues to be considered by Committee. A&E pressures were a perennial problem in winter. To discuss at October meeting ahead of winter.	<p>Committee Meeting: Agenda item at Joint HOSC meeting 5th October '23.</p> <p>Venue: Council House, Solihull</p>	<p>Mandy Nagra, Integrated Care Board/ ICS Executive Chief Delivery Officer, BSol ICB.</p> <p>Alan Butler, Associate Director of Delivery, Improvement and UEC, BSol ICB.</p>		<p>Outcome: More work required re meeting winter pressures demands in Birmingham. Some progress made with Solihull.</p> <p>Mental health services workforce planning identified as an issue in the workforce impacting on Winter pressures.</p>

November 2023	JHSOC member briefing on UHB Culture Review Report with Jonathan Brotherton, CEO, UHB. Statutory Health Function	To provide committee members with update on actions and recommendations from the recently published Culture Review independent report.	Briefing with CEO of UHB scheduled for 10th November 9.00am on TEAMS.	Jonathan Brotherton, CEO UHB.	David Melbourne, CEO, ICB.	Outcome: Update on actions and implementation provided to JHOSC members. New Operating model launched in October.
Feb.2024	ICS Work Force Planning. Statutory Health Scrutiny Function.	Update on ICS workforce planning in health and social care sectors.	Committee Meeting: Agenda item at JHOSC meeting in February 7 th 24. Report deadline 23 rd Jan. Venue: Committee Room 6 Council House	Lisa Stanley-Green; ICB Chief Nurse/Deputy CEO.		
Feb. 2024	Monitoring of implementation of Recommendations from UHB Reviews. (TBC) Statutory Health Scrutiny Function.	The ICS and UHB to report on the implementation of the recommendations from the UHB reviews.	Committee Meeting: Agenda item at JHOSC meeting in February 7 th 24. Report deadline 23 rd Jan. Venue: Committee Room 6 Council House	Jonathan Brotherton, CEO, University Hospitals, Birmingham (UHB)	David Melbourne, CEO, ICB.	Informal session between UHB CEO & JHOSC held in November 2023. Update on actions and implementation provided to JHOSC members. New Operating model launched in October 2023.
Feb. 2024	Birmingham and Solihull ICS Performance on Finance & Recovery plans.	To provide a summary of key performance and	Committee Meeting:	Paul Athey, Chief Finance Officer		Standing agenda item:

	Statutory Health Scrutiny Function	deliverables (as at end of July).	Agenda item at JHOSC meeting in February 7 th 24. Report deadline 23 rd Jan. Venue: Committee Room 6 Council House			
Feb. 2024	West Midlands Ambulance Service Delivery (TBC) Statutory Health Scrutiny Function	To consider the West Midlands Ambulance Service activities such as conveyance to hospitals, lost hours to handover delays, response time by call category, profile of Serious Incidents, actions taken by WMAS, high impact actions to make a difference, outcomes from a WMAS perspective	Committee Meeting: Agenda item at JHOSC meeting in February 7 th 24. Report deadline 23 rd Jan. Venue: Committee Room 6 Council House	Vivek Khashu: Strategy and Engagement Director, West Midlands Ambulance Service	West Midlands Ambulance Service Delivery Statutory Health Scrutiny Function	
TBC	Update on post-covid syndrome / Long covid and rehabilitation. Statutory Health Scrutiny Function	To understand the impact of post covid syndrome / long covid and the services / support that is available.	TBC			
TBC	CQC report Birmingham & Solihull Mental Health Trust (BSMHST)	To update the Scrutiny Committee on the CQC Inspection of BSMHST performance, including any	TBC			

	Statutory Health Scrutiny Function	progress on recommendations for action.				
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*Outcome: This will be populated once the item/topic has been completed. It will identify the added value and impact.

Menu of Issues for Consideration

The following items had been identified as potential topics for future consideration. This approach enables the Overview and Scrutiny Committee to remain flexible and respond in a timely manner to emerging issues.

This is a live work programme work programme. New items may be added, or items removed during the course of the year. Proposed aims and objectives as well as scrutiny methodology may also be subject to change.

Item/ Topic	Proposed Aims and Objectives	Proposed Scrutiny Method	Additional Information
Day Opportunities Review Corporate Priorities: 16	Examining the use of Day Opportunities services and the effect on service users/carers and their families. A review is currently being undertaken with involvement of service users, with a view to developing proposals to present to cabinet.	HASC	Review currently on hold pending assessment of financial implications due to current financial/budgetary issues. To come to HASC for further scrutiny at a date TBA prior to cabinet decision
Immunisation and vaccinations. Corporate Priorities: 13 & 16	Immunisations and vaccinations for children under 5 Implications of covid immunisations rates for health and care staff	Task and Finish Group	This work could commence following the completion of the CYP mental health Inquiry.
Primary Care Access Corporate Priorities: 13 & 14	To report back on Final Draft of the Enabling Primary Care strategy	HASC.	Follow-up from presentation of draft strategy at September HASC meeting. Link to National GP recovery plan Suggested timescales to update on plan TBC.

ICS 10-year strategy. Corporate Priorities: 8, 13 & 16	Highlights vision for the future and the conditions we need for change, so that people who live, work and receive care in Birmingham and Solihull can live longer, happier and healthier lives by 2033.	HASC/JHOSC.	Annual review of key strategic priorities. Suggested timescale April 24
Birmingham City Council Commissioned Services: <ul style="list-style-type: none"> • Birmingham Sexual Health Services • Birmingham Substance Misuse Services • Forward Thinking Birmingham Corporate Priorities: 8, 13, & 15	Report to come to Health and Adult Care OSC prior to recommissioning of the service to enable the Committee to inform Cabinet decisions.	HASC.	Comments submitted to Commissioners to inform tendering of Sexual Health Services during Autumn. Contract to start service in January 23. Contract for Substance Misuse Service to end March 2025. Health and Adult Social Care OSC to engage in process July 2024 to inform commissioning of service.
Engaging with Third Sector providers of Adult Social Care Corporate Priorities: 16	TBC	TBC	
Obesity and Food Strategy Corporate Priorities: 8, 14 & 16	What actions have been implemented as part of the Food Strategy and what impact have these had? How will the medium and long terms impact be demonstrated? How has the strategy helped to reduce inequalities and food poverty?	TBC	Link to Food Strategy: Birmingham Food System Strategy Birmingham City Council
Population health and inequalities Corporate Priority: 13		Task and Finish Group	How health has changed in your area - Office for National Statistics (ons.gov.uk)

Scrutiny Method Options:

Committee meeting - single item

Committee meeting - single theme

Task and Finish Group (outline number of meetings)

On location

Other - (describe)

Corporate Priorities, Performance and Outcomes

Corporate Priorities 2022 – 26:

- | | |
|--|---|
| 1 Support inclusive economic growth | 11 Increase affordable, safe, green housing |
| 2 Tackle unemployment | 12 Tackle homelessness |
| 3 Attract inward investment and infrastructure | 13 Tackle health inequalities |
| 4 Maximise the benefits of the Commonwealth Games | 14 Encourage and enable physical activity and healthy living |
| 5 Tackle poverty and inequalities | 15 Champion mental health |
| 6 Empower citizens and enable citizen voice | 16 Improve outcomes for adults with disabilities and older people |
| 7 Promote and champion diversity, civic pride and culture | 17 Improve street cleanliness |
| 8 Support and enable all children and young people to thrive | 18 Improve air quality |
| 9 Make the city safer | 19 Continue on the Route to Zero |
| 10 Protect and safeguard vulnerable citizens | 20 Be a City of Nature |
| | 21 Delivering a Bold Best in Class Council |

Information on the Corporate Priorities, Performance and City Outcomes was reported to the Health and Adult Social Care OSC in June 23: [Document.ashx \(cmis.uk.com\)](https://cmis.uk.com)

Homes Overview and Scrutiny Committee Work Programme 2023/24

Month	Item/Topic	Aims and Objectives	Scrutiny Method	Cabinet Member/ Lead Officer	Other Witnesses	Additional Information and Outcome*
July	<p>Voids – Improving Standards</p> <p>Corporate Priority: 11</p>	To be confirmed by Task and Finish Group	Task and Finish Group meetings	Director, Housing Management – Stephen Gabriel		<p>The Housing and Neighbourhoods O&S Committee in 2022-23 agreed to review Voids – Improving Standards. A Terms of Reference was approved in February 2023, and the Council's City Housing service presented in March 2023. Committee members also took part in visits to City Housing void properties. The intention had been to continue into 2023-24.</p> <p>As there is now a dedicated Homes O&S Committee for 2023-24, the scope of these Terms of Reference will be reviewed at the first Task and Finish Group meeting.</p>
September	<p>Social Housing Regulation Bill</p> <p>Corporate Priority: 11</p>	<p>Provide information on what the Social Housing Regulation Bill means for the Council's City Housing service.</p> <p>Understand how City Housing will achieve compliance with the Social Housing Regulation Bill, and preparation for inspection from the Regulator for Social Housing in April 2024</p>	<p>Committee meeting - single item: 21 September 2023, 2pm.</p> <p>Venue: Room 6, Council House</p>	Head of Service, Strategic Enabling – Naomi Morris		<p>This Bill intends to deliver the reforms outlined in the Social Housing White Paper and address the concerns following the Grenfell Tower fire in 2017. It will introduce a stronger and more proactive regulatory regime to improve standards and accountability for landlords for the services they provide.</p>

Month	Item/Topic	Aims and Objectives	Scrutiny Method	Cabinet Member/ Lead Officer	Other Witnesses	Additional Information and Outcome*
		Consider how Member insight can inform and drive improved services	Deadline for Papers: 12 September 2023			The agenda item will also outline progress toward inspections following the Regulatory Notice in May 2023. Outcome: Approved quarterly compliance meetings
September	Housing Ombudsman – Paragraph 49 Corporate Priority: 11	Outline the background to, and the key recommendations from, the Housing Ombudsman special report on Birmingham City Council Provide information on the progress made towards delivering on the recommendations from the Housing Ombudsman, Paragraph 49 report. Consider how Member insight can inform and drive improved services	Committee meeting - single item: 21 September 2023, 2pm. Venue: Room 6, Council House Deadline for Papers: 12 September 2023	Head of Service, Strategic Enabling – Naomi Morris		In January, the Housing Ombudsman published a special report on Birmingham City Council. The report made recommendations relating to repair handling; complaint handling; record keeping and compensation policy. Outcome: Approved quarterly compliance meetings
September	Scrutiny Contribution to Budget Savings and Recovery Plan	For the Committee to consider a report on current and future Budget Savings and Recovery Plans and implications for Homes Overview and Scrutiny Committee	Committee meeting - single item: 21 September 2023, 2pm. Venue: Room 6, Council House	Cllr Jayne Francis, Cabinet Member for Housing and Homelessness	Paul Langford, Strategic Director, City Housing	It was agreed at Co-ordinating Overview and Scrutiny Committee in July that all Scrutiny Committees will consider the implications of the Medium-Term Financial Plan at the September Committee meetings.

Month	Item/Topic	Aims and Objectives	Scrutiny Method	Cabinet Member/ Lead Officer	Other Witnesses	Additional Information and Outcome*
			Deadline for Papers: 12 September 2023			
October	Exempt Accommodation Corporate Priority: 9, 10 and 11	Provide update on progress of outstanding recommendations from Exempt Accommodation inquiry. Consider the impact of the recommendations from the Inquiry	Committee meeting - single item: 19 October 2023, 2pm. Venue: Room 6, Council House Deadline for Papers: 10 October 2023	Cabinet Member for Housing and Homelessness, Cllr Jayne Francis Assistant Director, Housing Strategy and Enabling – Guy Chaundy		Exempt Accommodation Inquiry 2021 Latest update to Co-ordinating O&S Committee (March 2023) Outcome: The Committee reviewed the update on progress and agreed the Cabinet Member assessments for each of the outstanding recommendations.
October	Scrutiny of Delivery of 2023/24 Budget Savings and Update on Council's Response to Section 114 Notice and Financial Recovery Plan	Continue to scrutinise the existing 2023/24 savings. Consider the implications of recent events on the Committee's work programme.	Committee meeting – standing item: 19 October 2023, 2pm Venue: Room 6, Council House Deadline for Papers: 10 October 2023	Interim Strategic Director, City Housing - Paul Langford	TBC	Co-ordinating O&S Committee on 15.09.23 agreed that all committees should have a standing item on the delivery of existing savings for 2023/24 particular to the remit of the Committee.
November	Scrutiny of Delivery of 2023/24 Budget Savings and	Continue to scrutinise the existing 2023/24 savings.	Committee meeting – standing item: 23 November 2023, 2pm	Strategic Director, City Housing - Paul Langford		

Month	Item/Topic	Aims and Objectives	Scrutiny Method	Cabinet Member/ Lead Officer	Other Witnesses	Additional Information and Outcome*
	Update on Council's Response to Section 114 Notice and Financial Recovery Plan	Consider the implications of recent events on the Committee's work programme.	Venue: Room 6, Council House Deadline for Papers: 9 November 2023			
November	Regulatory Compliance Corporate Priority: 11 and 12	Provide Committee members with skills and knowledge to prepare for, and engage with, the first Regulatory Compliance session in January.	Other – Training session	Head of Strategic Enabling – Naomi Morris		This is a training session to be delivered by Campbell Tickell as part of their existing work with Birmingham City Council. This session will not be livestreamed.
December	Voids Standards Inquiry	Evidence gathering session	To be confirmed with Chair of Inquiry	Amelia Wiltshire, Overview and Scrutiny Manager		Terms of Reference for this Inquiry is being revised (see November Committee). The Inquiry directly responds to challenges outlined in the Regulatory Notice. Evidence gathering programme to be agreed by the Task and Finish Group. Further dates to be agreed in this meeting.
January	Regulatory Compliance Corporate Priority: 11 and 12	Provide oversight, scrutiny and productive challenge to City Housing while moving towards compliance with the requirements under the Social Housing Regulation Bill and the recommendations from the	Committee meeting – single theme: 25 January 2024, 2pm Venue: Room 6, Council House	Cabinet Member for Housing and Homelessness, Cllr Jayne Francis Strategic Director, City		Following agreement in September 2023 to hold quarterly landlord compliance meetings, the cycle of meetings will commence in January 2023. This will enable Members of the Committee to receive bespoke

Month	Item/Topic	Aims and Objectives	Scrutiny Method	Cabinet Member/ Lead Officer	Other Witnesses	Additional Information and Outcome*
		Housing Ombudsman special report.	Deadline for Papers: 10 January 2024	Housing – Paul Langford		training in advance of this first session.
February	Affordable Housing Corporate Priority: 11 and 12	To provide the Committee with a more detailed understanding of the strategy for Affordable Housing, with a view to identifying areas for scrutiny to explore, if appropriate.	Committee meeting – single item: 22 February 2024, 2pm Venue: Room 6, Council House Deadline for papers: 7 February 2024	Assistant Director, Housing Development – Claire Flowers	Assistant Director, Housing Strategy & Enabling - Guy Chaundy Head of Strategic Enabling – Naomi Morris	
February	Exempt Accommodation Corporate Priority: 9, 10 and 11	Provide update on progress of outstanding recommendations from Exempt Accommodation inquiry. Consider the impact of the recommendations from the Inquiry	Committee meeting – single item: 22 February 2024, 2pm Venue: Room 6, Council House Deadline for papers: 7 February 2024	Cabinet Member for Housing and Homelessness, Cllr Jayne Francis Assistant Director, Housing Strategy and Enabling – Guy Chaundy		Exempt Accommodation Inquiry 2021 Previous tracking report October 2023
March	To be confirmed					
April	Regulatory Compliance	Provide oversight, scrutiny and productive challenge to City Housing while moving towards	Committee meeting – single	Cabinet Member for Housing and		Following agreement in September 2023 to hold quarterly landlord compliance meetings, the cycle of

Month	Item/Topic	Aims and Objectives	Scrutiny Method	Cabinet Member/ Lead Officer	Other Witnesses	Additional Information and Outcome*
	Corporate Priority: 11 and 12	compliance with the requirements under the Social Housing Regulation Bill and the recommendations from the Housing Ombudsman special report.	theme: 18 April 2024, 2pm Venue: Room 6, Council House Deadline for Papers: 3 April 2024	Homelessness, Cllr Jayne Francis Interim Strategic Director, City Housing – Paul Langford		meetings will commence in January 2023. This will be the second time that this item will take place.

*Outcome: This will be populated once the item/topic has been completed. It will highlight the added value and impact.

Menu of Options for Future Consideration

The following items had been identified as potential topics for future consideration. This approach enables the Overview and Scrutiny Committee to remain flexible and respond in a timely manner to emerging issues.

This is a live work programme work programme. New items may be added, or items removed during the course of the year. Proposed aims and objectives as well as scrutiny methodology may also be subject to change.

Item/ Topic	Proposed Aims and Objectives	Proposed Scrutiny Method	Additional Information
Customer Services – Housing Repairs	To be confirmed following July's Co-ordinating O&S Committee. Currently: Monitor the progress and impact of the recommendations from the Customers Services O&S programme	To be confirmed	Co-ordinating O&S Committee convened Task and Finish groups to identify, and monitor progress of, recommendations to improve customer services in 4 areas including Housing Repairs. A final Task and Finish group took place on 14 June 2023, and a report presented to Co-ordinating O&S in

Item/ Topic	Proposed Aims and Objectives	Proposed Scrutiny Method	Additional Information
			July. It was agreed that Homes O&S Committee takes forward this work for Housing Repairs in the future.
Tenant Engagement	This will be confirmed following further discussions by the O&S Committee.	This will be confirmed following further discussions by the O&S Committee	This will be confirmed following further discussions by the O&S Committee.

Scrutiny Method Options:

Committee meeting - single item

Committee meeting - single theme

Task and Finish Group (outline number of meetings)

On location

Other - (describe)

Corporate Priorities, Performance and Outcomes

Corporate Priorities 2022 – 26:

- | | |
|--|---|
| 1 Support inclusive economic growth | 11 Increase affordable, safe, green housing |
| 2 Tackle unemployment | 12 Tackle homelessness |
| 3 Attract inward investment and infrastructure | 13 Tackle health inequalities |
| 4 Maximise the benefits of the Commonwealth Games | 14 Encourage and enable physical activity and healthy living |
| 5 Tackle poverty and inequalities | 15 Champion mental health |
| 6 Empower citizens and enable citizen voice | 16 Improve outcomes for adults with disabilities and older people |
| 7 Promote and champion diversity, civic pride and culture | 17 Improve street cleanliness |
| 8 Support and enable all children and young people to thrive | 18 Improve air quality |

9 Make the city safer

10 Protect and safeguard vulnerable citizens

19 Continue on the Route to Zero

20 Be a City of Nature

21 Delivering a Bold Best in Class Council

Information on the Corporate Priorities, Performance and City Outcomes was reported to the Homes Overview and Scrutiny Committee OSC in June 2023:

[Decision Details: Homes Overview and Scrutiny Committee Work Programme 2023/24 \(15.00 - 15.45\) \(cmis.uk.com\)](#)

Neighbourhoods Overview and Scrutiny Committee Work Programme 2023/24

Month	Item/Topic	Aims and Objectives	Scrutiny Method	Cabinet Member/ Lead Officer	Other Witnesses	Additional Information and Outcome*
July	Fly Tipping Enforcement Corporate Priorities: 17	<p>To outline the current position in relation to fly-tipping with specific regard to:</p> <ul style="list-style-type: none"> Identifying dedicated resources and which wards they are deployed; Enforcement approach and how this is developing; and How cameras are being used, and the specific impact of Grime Watch. <p>Understand if/ how this approach is making a difference to reduce fly tipping.</p> <p>Outline progress towards Cleaner Streets recommendations.</p>	<p>Committee Meeting single item: 5 July 2023 at 2pm</p> <p>Venue: Committee Room 6, Council House</p> <p>Deadline for Papers: 22 June 2023</p>	Darren Share, Director, Street Scene		<p>The Committee will review this information and consider whether to undertake a more detailed inquiry.</p> <p>Related work from 2022-23: Reducing Fly tipping (April 2023) Cleaner Streets (April 2023) Performance Information (presented to Neighbourhoods OSC, June 2023 by Programmes, Performance and Improvement) Co-ordinating O&S Customer Services (waste)</p> <p>Outcome: Following meeting committee members prepared two recommendations Recommendation 1: The Street Scene Service undertakes an analysis of Locality based hotspot data and ‘intelligence’ – what’s being dumped, who’s likely to have dumped it and what’s being done to try and stop them. Specifically, we also request the map data by Ward of waste items collected by</p>

Month	Item/Topic	Aims and Objectives	Scrutiny Method	Cabinet Member/ Lead Officer	Other Witnesses	Additional Information and Outcome*
						<p>locality during Love Your Environment Days. The report to the Committee should include a map of fly tipping hot spots across the city at ward level, the number of fly tipping incidents reported to or otherwise known to the Council, and the number of fines and prosecutions. Based on this analysis of this information the Street Scene Service should develop a fly tipping prevention plan in consultation with the Neighbourhoods OSC that will aim to change behaviour and stop fly tipping occurring.</p> <p>Recommendation 2: Ward level information from the Land Audit Management System (LAMS) is shared with all relevant ward members. In the first instance, information on the snapshot of ranked wards and also the trend across wards for the previous 12 months will be shared with the members of the Neighbourhoods OSC at the October 2023 meeting to agree</p>

Month	Item/Topic	Aims and Objectives	Scrutiny Method	Cabinet Member/ Lead Officer	Other Witnesses	Additional Information and Outcome*
						the level on detail that should be provided. Further work should then be undertaken to make this information available on the City Observatory and that this is circulated to elected members.
July	Community Safety Localities Approach Corporate Priorities: 9	To inform the committee on the development of a new localities approach and how ward councillors can contribute towards identifying local priorities, problem solving and reviewing impact	Committee Meeting single item: 5 July 2023 at 2pm Venue: Committee Room 6, Council House Deadline for Papers: 22 June 2023	Pamela Powis, Acting Head of Partnership, Community Safety Team		Six Local Partnership Delivery Groups operate across the city. An all-day partnership event took place on 22 May 2023 to inform this new approach. Members were invited to attend. The Neighbourhoods OSC is the designated Crime and Disorder Committee for Birmingham. This will contribute towards discharging its duties. The statutory requirements, as Crime and Disorder Committee, are outlined here . Outcome: The Committee discussed the development of the new localities approach and the engagement with Councillors. The Committee were reassured that Annual

Month	Item/Topic	Aims and Objectives	Scrutiny Method	Cabinet Member/ Lead Officer	Other Witnesses	Additional Information and Outcome*
						Delivery Plans and contacts for local managers would be shared with Ward Councillors. It requested contact details of all local managers and their areas.
August	Youth Justice Corporate Priorities: 8 and 9	To inform the annual Youth Justice Plan	Other - Briefing: 9 August 2023 at 2pm Venue: Committee Room 2 and on-line (hybrid)	Janine Saleh, Head of Birmingham Youth Offending Service, Birmingham Children's Trust	Dionne McAndrew, Assistant Director Vulnerable Young People, Birmingham Children's Trust	This is an annual report previous approved by Council in October 2022. Report The draft report went to pre-decision Scrutiny a hybrid briefing with Members of the Education, Children and Young People OSC was held. Outcome: The Neighbourhoods and Education Children and Young People OSC Members contributed to the development of the Annual Youth Justice Plan.
September	Scrutiny Contribution to Budget Savings and Recovery	To consider the Medium-Term Financial Plan, and the Q1 2023-24 budget saving position relating to services within the remit of the Neighbourhoods OSC	Committee Meeting standing item: Agenda at Neighbourhoods OSC Committee Meeting on 6 September 2023	Craig Cooper, Strategic Director, City Operations, Neighbourhoods	Chris Jordan, AD, Neighbourhoods Wendy Griffiths, AD, Customer Services & Business Support	In July Co-ordinating OCS agreed that Scrutiny Committees would consider the implications of the Medium-Term Financial Plan at the September Committee meetings.

Month	Item/Topic	Aims and Objectives	Scrutiny Method	Cabinet Member/ Lead Officer	Other Witnesses	Additional Information and Outcome*
		Provide Committee members with training materials relating to financial scrutiny.	Venue: Committee Room 6, Council House Deadline: 25 August 2023		Richard Lloyd-Bithell, AD, Financial Strategy Mohammed Sajid, Interim Head of Financial Strategy	The Committee received a verbal update on the S114 notice issued on 5 September 2023 Outcome: Members examined that Q1 2023/24 budget savings position for the areas relating to the Committee remit. Sought clarification on criteria for determining the 'RAG' status of savings and gave consideration as to how scrutiny might contribute to budget savings and recovery work. Members made suggestions for additional savings.
October	Scrutiny of Delivery of 2023/24 Budget Savings and Update on the Council's Response to S114 Notice and Financial Recovery Plan	To examine the current and future budget savings and the Recovery Plan Provide information on Quarter 1 and 2 2023/24 budget savings position to enable the committee to examine progress of delivery of the 2023/24 savings within the remit of the Committee's terms of reference.	Committee Meeting standing item: 4 October 2023 Venue: Committee Room 6, Council House Deadline: 26 September 2023 Committee Meeting single	Craig Cooper, Strategic Director, City Operations, Neighbourhoods	Cllr Majid Mahmood, Cabinet Member for Environment Waqar Ahmed, AD, Community Safety and Resilience Darren Share, Director, Street Scene Sajeela Naseer, Director, Regulation and Enforcement	Outcome: The Committee requested attendance of relevant officers to provide further clarification and reassurance on the classification of savings identified as potential write-offs. The Committee noted findings of research into role of scrutiny in other local authorities that had been subject to S114

Month	Item/Topic	Aims and Objectives	Scrutiny Method	Cabinet Member/ Lead Officer	Other Witnesses	Additional Information and Outcome*
		To consider implications of Council's response to the Section 114 Notice and Financial Recovery Plan, Secretary of State DLUHC statement to House of Commons, Section 5 Notice and supplementary Section 114 Notice on the scrutiny work programme.	<p>item: 4 October 2023</p> <p>Venue: Committee Room 6, Council House</p> <p>Deadline: 26 September 2023</p>		<p>Ekbal Hussain, Interim Business Partner</p> <p>Mohammed Sajid, Interim Head, Financial Strategy</p> <p>Carl Thomlinson, Interim Finance Business Partner, City Operations</p>	Notices and Government intervention
October	Cleaner Streets Corporate Priorities: 17	<p>To consider the progress made towards implementation of the Cleaner Streets recommendations and impact to date.</p> <p>To understand the impact of the S114 Notice on any activities relating to the recommendations.</p>	<p>Committee Meeting single item: 4 October 2023</p> <p>Venue: Committee Room 6, Council House</p> <p>Deadline: 26 September 2023</p>	Cllr Majid Mahmood, Cabinet Member for Environment	Darren Share, Director, Street Scene	<p>In February 2023, the Housing and Neighbourhoods OSC agreed recommendations for Cleaner Streets. This had followed informal best practice sessions with Derby, Rochdale and Wigan Local Authorities.</p> <p>In April 2023, Cabinet Member for Environment provided a formal response to the recommendations, and agreed to report progress to future committees.</p> <p>Outcome: The Committee examined the progress made on the recommendations and Members called for improved</p>

Month	Item/Topic	Aims and Objectives	Scrutiny Method	Cabinet Member/ Lead Officer	Other Witnesses	Additional Information and Outcome*
						<p>communications with ward councillors, including access to street cleaning schedules, ward contacts for street cleaning and waste collection, and point of contact to report business and trade waste on the public highway and fly tipping on private land.</p> <p>The Cabinet Member invited the Committee to comment on draft litter prevention strategy when available.</p>
October	Fly Tipping Enforcement Corporate Priorities: 17	Provide further information in fly tipping initiatives and their impact, including: <ul style="list-style-type: none"> • Grime Watch • Legal interventions and enforcement activity • Analysis of locality-based data and intelligence for fly tipping (as per recommendation 1 arising from the July O&S Committee) • Land Audit Management System (LAMS) ward information (as per 	Committee Meeting single item: 4 October 2023 Venue: Committee Room 6, Council House Deadline: 26 September 2023 <i>Other: Workshop demonstration of LAMS and Slab in</i>	Cllr Majid Mahmood, Cabinet Member for Environment	Darren Share, Director, Street Scene	Outcome: Information relating to fly tipping was reported and a further request for information relating to analysis of data and impact of activities to fully respond to the two committee recommendations developed in July 2023. A separate demonstration to be held to build member knowledge of the Land Audit Management System and the capabilities and reliability of the in-cab tablet.

Month	Item/Topic	Aims and Objectives	Scrutiny Method	Cabinet Member/ Lead Officer	Other Witnesses	Additional Information and Outcome*
		<p>recommendation 2 arising from the July O&S Committee)</p> <p>To understand the impact of S114 Notice on any activities.</p>	<p><i>the Cab technology on 10 January 2024</i></p>			
November	Scrutiny of Delivery of 2023/24 Budget Savings	To examine the current position on 2023/34 Budget Savings relating to the remit of the Neighbourhoods Overview and Scrutiny Committee.	<p>Committee Meeting standing item: 1 November 2023</p> <p>Venue: Committee Room 6, Council House</p> <p>Deadline: 16 October 2023</p>	Craig Cooper, Strategic Director, City Operations, Neighbourhoods	<p>Carl Thomlinson, Interim Finance Business Partner, City Operations</p> <p>Wendy Griffiths, AD, Customer Services & Business Support</p> <p>Nic Reid, Principal Operations Manager</p> <p>Sajeela Naseer, Director, Regulation and Enforcement</p>	<p>Outcome: The committee noted the establishment of the Finance and Resources Budget Scrutiny Task and Finish Group.</p> <p>Following reports on high levels of missed waste collections, the Committee sought assurances that spend controls were not impacting on waste collections.</p> <p>Further examination by the committee with officers into the four non-deliverable savings associated with the customer services programme in bereavement, garden waste, markets and pest control found that whilst projects delivered improved customer service outcomes and an enhanced customer experience, savings</p>

Month	Item/Topic	Aims and Objectives	Scrutiny Method	Cabinet Member/ Lead Officer	Other Witnesses	Additional Information and Outcome*
						<p>had been duplicated in service areas by other cross cutting proposals.</p> <p>Members suggested an audit trail of the decision-making processes for cross-departmental projects. The issue has been captured in lessons learnt for establishing clear accountabilities for savings in future cross directorate projects and that the Budget Task and Finish Group will consider this during the meetings in December and January.</p>
November	Domestic Abuse Prevention Strategy Corporate Priorities: 10	Contribute to the draft Domestic Abuse Prevention Strategy as part of the consultation process. Understand implications of the Council's financial situation on delivery of the Strategy.	Committee Meeting single item: 1 November 2023 Venue: Committee Room 6, Council House Deadline: 16 October 2023	Kalvinder Kohli, Assistant Director	Shirin Marashi, Senior Commissioning Officer, Adults Social Care Revinder Johal, Commissioning Manager, Adults Social Care	A new Domestic Abuse Strategy is scheduled for Cabinet approval in January-February 2024. Co-ordinating O&S Committee held a single theme meeting in February 2023 to review the previous strategy and input in the early stages of this strategy's development. A summary is provided here .

Month	Item/Topic	Aims and Objectives	Scrutiny Method	Cabinet Member/ Lead Officer	Other Witnesses	Additional Information and Outcome*
						<p>Outcome: The Committee commented on the draft strategy and requested a written update when finalised for Cabinet approval. The Committee agreed to review implementation of the strategy on an annual basis. To assist with the consultation exercise, members agreed to disseminate the consultation weblink.</p> <p>The Committee asked officers to explore whether additional domestic abuse training sessions could be provided to all Councillors.</p>
December	Birmingham Community Safety Partnership Annual Report Corporate Priorities: 8, 9 and 10	To review the Birmingham Community Safety Partnership annual report. The Committee may identify specific areas they wish to consider at future meetings	Committee Meeting single item: 6 December 2023 Venue: Committee Room 6, Council House Deadline: 20 November 2023	Cllr Nicky Brennan, Chair, Community Safety Partnership and Cabinet Member for Social Justice, Community Safety and Equalities	Chief Superintendent Richard North, Vice Chair Pamela Powis, Senior Service Manager, Safer Places	The Neighbourhoods OSC is the designated Crime and Disorder Committee for Birmingham. The Housing and Neighbourhoods OSC discussed this on 15 December 2022. The report is available here and the action notes are available here .

Month	Item/Topic	Aims and Objectives	Scrutiny Method	Cabinet Member/ Lead Officer	Other Witnesses	Additional Information and Outcome*
				Waqar Ahmed, AD, Community Safety and Resilience (TBC)		In November, Members requested additional information on measures to tackle cuckooing, and an update on the operation and impact of the introduction of localised community safety officers.
December	Examining any impact of S114 Spend Control on Services	<p>To provide information as to whether S114 spend controls have impacted on the level of missed waste collections.</p> <p>Members have asked for statistics on missed collections before and after spending controls measures and statistics on missed green waste collections.</p>	<p>Committee Meeting standing item: 6 December 2023</p> <p>Venue: Committee Room 6, Council House</p> <p>Deadline: 20 November 2023</p>	Cllr Majid Mahmood, Cabinet Member, Environment	Les Williams	<p>This item was requested at the November 2023 committee following reports of missed collections in several areas of the City.</p> <p>The Committee sought assurances about any impact of S114 spend controls on the essential services.</p>
January 2024	Waste Workshop	<p>To build Members' understanding of the technology used within the department.</p> <p>Demonstration of Land Audit Management Survey and 'Slab in the Cab' technology</p>	<p>Other - Workshop: 10 January 2024 at 2pm</p> <p>Venue: Committee Room 6, Council House</p>	<p>Cllr Majid Mahmood, Cabinet Member, Environment TBC</p> <p>Craig Cooper, Strategic Director, City Operations, Neighbourhoods TBC</p>	<p>Neil Griffiths, Director, Neighbourhoods TBC</p> <p>Paul Pritchett, Acting Operations Manager (Environmental Crime) TBC</p> <p>Mohammed Qudeer</p>	This informal workshop will provide members with the opportunity to view the operation of the LAMS and the capabilities and reliability of the in-cab tablet to understand what data is collected and how it is used.

Month	Item/Topic	Aims and Objectives	Scrutiny Method	Cabinet Member/ Lead Officer	Other Witnesses	Additional Information and Outcome*
					Senior Waste Prevention/Inspection officer TBC Nick Massey, ICT Project Development Manager TBC	
February 2024	Delays in Births and Deaths Registrations	Provide an overview of, and demonstrate the impact of, the current engagement and work undertaken with the Coroner, partners and communities on steps to eliminate delays within the service. Outline the current progress towards developing a new mortuary facility for the city, including a permanent digital autopsy scanner.	Committee Meeting single item: 7 February 2024 Venue: Committee Room 6, Council House Deadline: 22 January 2024	Sajeela Naseer, Director of Regulation and Enforcement TBC	Bev Nash, Head of Service will be attending on behalf of Sajeela Naseer TBC	Following Council Resolution on 14 June 2022, a report responding to the Motion was presented to Housing and Neighbourhoods O&S Committee on 26 September 2022. A summary of the discussion is here . The Committee requested a further update in 4-6 months' time.
February 2024	Customer Services – Bereavement Services	Monitor the progress and impact of the recommendations from the Customers Services programme (as previously undertaken by Co-ordinating O&S Committee)	Committee Meeting single item: 7 February 2024 Venue: Committee Room 6, Council House	Sajeela Naseer, Director of Regulation and Enforcement TBC	Bev Nash, Head of Service TBC	Co-ordinating OSC convened Task and Finish groups to identify and monitor progress of recommendations to improve customer services in 4 areas including Bereavement Services. A final Task and Finish group report was presented to Co-

Month	Item/Topic	Aims and Objectives	Scrutiny Method	Cabinet Member/ Lead Officer	Other Witnesses	Additional Information and Outcome*
			Deadline: 22 January 2024			ordinating O&S on 14 July 2023. here minutes are available here . It was agreed that Neighbourhoods OSC takes forward this work for Bereavement Services in the future.
March 2024	Localisation Corporate Priorities: 6, 7, 9, 17 and 21	To ascertain how the Leader proposes to take forward the localisation agenda (TBC)	Committee Meeting single item: 6 March 2024 Venue: Committee Room 6, Council House Deadline: 19 February 2024	Cllr John Cotton, Leader (TBC)		The Housing and Neighbourhoods OSC discussed this item in April 2023. Related strategies, policies and plans can be found here .
March 2024	Draft Litter Prevention Strategy and Fly Tipping Prevention Plan TBC	To inform the draft litter prevention strategy and fly tipping prevention plan.	Committee Meeting single item: 6 March 2024 Venue: Committee Room 6, Council House	TBC	Selena Ellis, Engagement & Performance Officer, Neighbourhoods	To inform the draft litter prevention strategy is an outcome from the Cleaner Streets item discussed at the October 2023 committee meeting. The fly tipping prevention plan is an outcome from the Fly Tipping Enforcement item

Month	Item/Topic	Aims and Objectives	Scrutiny Method	Cabinet Member/ Lead Officer	Other Witnesses	Additional Information and Outcome*
	Corporate Priorities: 17		Deadline: 19 February 2024			discussed at the October 2023 committee meeting.

*Outcome: This will be populated once the item/topic has been completed. It will highlight the added value and impact.

Menu of Options for Future Consideration

The following items had been identified as potential topics for future consideration. This approach enables the Overview and Scrutiny Committee to remain flexible and respond in a timely manner to emerging issues.

This is a live work programme work programme. New items may be added, or items removed during the course of the year. Proposed aims and objectives as well as scrutiny methodology may also be subject to change.

Item/ Topic	Proposed Aims and Objectives	Proposed Scrutiny Method	Additional Information
Customer Services – Waste	Monitor the progress and impact of the recommendations from the Customers Services O&S programme	TBC	Co-ordinating OSC convened Task and Finish groups to identify, and monitor progress of, recommendations to improve customer services in four areas including Waste. The Task and Finish report was presented to Co-ordinating OSC 14 July 2023. The papers are available here and the minutes are available here . It was agreed that Neighbourhoods OSC takes forward the work.
Bee Friendly Brum Initiative – Ban Use of Pesticides	Update on the progress of the Petition	To be confirmed.	The petition was discussed at the Housing and Neighbourhoods O&S Committee on 26 September 2023 and the papers are available here and the minutes are available here .
The perceived rise in incursions onto parks and green spaces. Enforcement and security of green spaces to be included.	To be confirmed.	To be confirmed.	November Licensing and Public Protection Committee report on work to manage unauthorised encampments, including data trends on number of incursions in the city was forwarded to Committee members. Birmingham

Item/ Topic	Proposed Aims and Objectives	Proposed Scrutiny Method	Additional Information
			City Council and West Midlands Police have a Joint Protocol on the Management of Unauthorised Encampments.
Domestic Abuse Prevention Strategy	To review the implementation of the new strategy on an annual basis.		This was agreed at the committee meeting on 1 November 2023.

Scrutiny Method Options:

Committee meeting - single item, Committee meeting - single theme, Task and Finish Group (outline number of meetings), On location, Other - (describe)

Corporate Priorities, Performance and Outcomes**Corporate Priorities 2022 – 26:**

- | | |
|--|---|
| 1 Support inclusive economic growth | 11 Increase affordable, safe, green housing |
| 2 Tackle unemployment | 12 Tackle homelessness |
| 3 Attract inward investment and infrastructure | 13 Tackle health inequalities |
| 4 Maximise the benefits of the Commonwealth Games | 14 Encourage and enable physical activity and healthy living |
| 5 Tackle poverty and inequalities | 15 Champion mental health |
| 6 Empower citizens and enable citizen voice | 16 Improve outcomes for adults with disabilities and older people |
| 7 Promote and champion diversity, civic pride and culture | 17 Improve street cleanliness |
| 8 Support and enable all children and young people to thrive | 18 Improve air quality |
| 9 Make the city safer | 19 Continue on the Route to Zero |
| 10 Protect and safeguard vulnerable citizens | 20 Be a City of Nature |
| | 21 Delivering a Bold Best in Class Council |

Information on the Corporate Priorities, Performance and City Outcomes was reported to the Neighbourhoods Overview and Scrutiny Committee in June 2023 and available [here](#).

Sustainability and Transport Overview and Scrutiny Committee Work Programme 2023/24

Month	Item/Topic	Aims and Objectives	Scrutiny Method	Cabinet Member/ Lead Officer	Other Witnesses	Additional Information and Outcome*
August	Highways PFI Corporate Priorities: 1 and 9	Inform the development of the proposed Highways PFI contract	Other – Briefing outside of Committee	PFI Contract Manager - Domenic De Bechi		This took place on 2 August 2023. Outcome – informed Sponsorship Board ahead of Cabinet consideration in September.
August	Active Travel Corporate Priorities: 1, 9, 14 and 19	Gather evidence for the inquiry, specifically carrying out site visits to identified locations within Birmingham	On Location	Head of Transport Planning – Mel Jones	Active Travel Portfolio Lead - Andy Middleton	Further information on this inquiry can be found in the Terms of Reference (CMIS > Meetings) agreed in July's O&S Committee. This will take place on Thursday 10 August, and will be hosted by Birmingham City Council's Transportation team. The identified locations are: A38 Bristol Road 'Blue Cycle Route' /Selly Oak High Street and some examples of cycle infrastructure in the City Centre
August	Active Travel Scheme Corporate Priorities: 1, 9, 14 and 19	Gather evidence for the inquiry, specifically to understand how the Council currently delivers Active Travel schemes	Task and Finish Group	Assistant Director, Transport and Connectivity – Phil Edwards	Head of Transport Planning – Mel Jones	Further information on this inquiry can be found in the Terms of Reference (CMIS > Meetings) agreed in July's O&S Committee.

Month	Item/Topic	Aims and Objectives	Scrutiny Method	Cabinet Member/ Lead Officer	Other Witnesses	Additional Information and Outcome*
August	Road Safety Corporate Priority: 9	Prepare the Terms of Reference for this inquiry	Task and Finish Group	Overview and Scrutiny Manager – Amelia Wiltshire		To be agreed at September's O&S Committee meeting. Further sessions to be updated to the work programme after this approval and will follow the conclusion of the Active Travel schemes work.
September	Active Travel Schemes Corporate Priorities: 1, 9, 14 and 19	Gather evidence for the inquiry, specifically to consider information from key stakeholders who	Committee Meeting single item: 7 September 2023 at 2pm Venue: Committee Room 3 and 4, Council House Deadline for Papers: 30 August 2023	None	Better Streets for Birmingham Pushbikes Living Streets Sustrans 20s Plenty for Birmingham Active Travel England Transport for West Midlands Wolverhampton City Council Cabinet Member for Transport Officers from Transport & Connectivity (BCC) Others TBC	An outline Terms of Reference will be discussed and confirmed at July's Committee. The work will contribute towards the broader road safety work.

Month	Item/Topic	Aims and Objectives	Scrutiny Method	Cabinet Member/ Lead Officer	Other Witnesses	Additional Information and Outcome*
October	Scrutiny of Delivery of 2023/24 Budget Savings and Update on Council's Response to Section 114 Notice and Financial Recovery Plan	To monitor the agreed savings for 2023/24 as set out in the MFTP.	Committee Meeting single item: 12 October 2023 at 2pm Venue: Committee Rooms 3 and 4, Council House Deadline for Papers: 4 October 2023			Co-ordinating O&S Committee on 15.09.23 agreed that all committees should have a standing item on the delivery of existing savings for 2023/24 particular to the remit of the Committee.
December	Clean Air Zone/ Monitoring Air Quality in Birmingham Corporate Priorities: 18	To outline the progress to date on the Clean Air Strategy and its deliverables. To advise on the future next steps. To inform the Committee on the new regional Air Quality framework.	Committee Meeting single item: 21 December 2023 at 2pm Venue: Committee Room 6, Council House Deadline for Papers: 22 November 2023	Cllr Liz Clements, Cabinet Member for Transport Stephen Arnold, Head of Clean Air Zone		Information on the Air Quality programme will be available in early 2024. The Committee may request an additional report at this time.
January	Public Transport Corporate Priorities: 1, 3 and 19	To be determined by the Committee	Committee Meeting single item: 11 January 2024 at 2pm Venue: Committee Room 2, Council House			The intention is to consider information from multiple bus providers as well as the rail sector and WMCA. It may be followed by visits to public transport facilities.

Month	Item/Topic	Aims and Objectives	Scrutiny Method	Cabinet Member/ Lead Officer	Other Witnesses	Additional Information and Outcome*
			Deadline for Papers: 18 December 2023			
January	Illegal Dropped Kerbs Corporate Priorities: 9, 10 and 16	Consider the policy towards addressing the illegal dropped kerbs	Committee Meeting single item: 11 January 2024 at 2pm Venue: Committee Room 2, Council House Deadline for Papers: 18 December 2023	Mark Shelswell, Assistant Director Highways and Infrastructure		This was identified by the Committee following complaints and local media stories.
January	Active Travel Inquiry	Agree the Active Travel Inquiry key findings and recommendations	Committee Meeting single item: 11 January 2024 at 2pm Venue: Committee Room 2, Council House Deadline for Papers: 18 December 2023	Amelia Wiltshire, Overview and Scrutiny Manager		
March	Annual Flood Risk Management Plan	Review the plan and work undertaken to mitigate against flooding within the city over the past 12 months	Committee Meeting single item: 7 March 2024 at 2pm	Hannah Hogan, Flood Risk Manager		This is an annual report. Latest report to the Committee is here .

Month	Item/Topic	Aims and Objectives	Scrutiny Method	Cabinet Member/ Lead Officer	Other Witnesses	Additional Information and Outcome*
	Corporate Priorities: 11 and 17		Venue: Committee Rooms 3 and 4, Council House Deadline for Papers: 21 February 2023			

*Outcome: This will be populated once the item/topic has been completed. It will highlight the added value and impact.

Menu of Options for Future Consideration

The following items had been identified as potential topics for future consideration. This approach enables the Overview and Scrutiny Committee to remain flexible and respond in a timely manner to emerging issues.

This is a live work programme work programme. New items may be added, or items removed during the course of the year. Proposed aims and objectives as well as scrutiny methodology may also be subject to change.

Item/ Topic	Proposed Aims and Objectives	Proposed Scrutiny Method	Additional Information
Customer Services – Highways Repairs	Monitor the progress and impact of the recommendations from the Customers Services programme (as previously undertaken by Co-ordinating O&S Committee)	To be confirmed in September 2023	Co-ordinating O&S Committee convened Task and Finish groups to identify, and monitor progress of, recommendations to improve customer services in 4 areas including Highways Repairs. A final Task and Finish group took place on 7 July 2023, and a report presented to Co-ordinating O&S in July. It was agreed that Sustainability and Transport O&S Committee takes forward this work for Highway Repairs in the future.

Item/ Topic	Proposed Aims and Objectives	Proposed Scrutiny Method	Additional Information
Highways PFI	Update on the current position of the PFI contract and the mobilisation of the new contract.	To be confirmed	No formal from Government as yet. This follows two informal briefings to the Committee in August and November.
Recycling and Waste Reduction	To be determined.	To be confirmed	No further information at this time
Route to Net Zero	Consider how the Council is supporting community leadership. Other aims and objectives to be determined.	To be confirmed	If this is an in-depth piece of work, to be scheduled following the completion of the Road Safety topic. Therefore, this is likely to be picked up in early 2024.

Scrutiny Method Options:

Committee meeting - single item

Committee meeting - single theme

Task and Finish Group (outline number of meetings)

On location

Other - (describe)

Corporate Priorities, Performance and Outcomes

Corporate Priorities 2022 – 26:

- | | |
|--|---|
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| 4 Maximise the benefits of the Commonwealth Games | 14 Encourage and enable physical activity and healthy living |
| 5 Tackle poverty and inequalities | 15 Champion mental health |
| 6 Empower citizens and enable citizen voice | 16 Improve outcomes for adults with disabilities and older people |
| 7 Promote and champion diversity, civic pride and culture | 17 Improve street cleanliness |
| 8 Support and enable all children and young people to thrive | 18 Improve air quality |
| 9 Make the city safer | 19 Continue on the Route to Zero |

10 Protect and safeguard vulnerable citizens

20 Be a City of Nature

21 Delivering a Bold Best in Class Council

Information on the Corporate Priorities, Performance and City Outcomes was reported to the Neighbourhoods Overview and Scrutiny Committee OSC in June 2023: [Document.ashx \(cmis.uk.com\)](#)