

Birmingham City Council

Co-ordinating Overview and Scrutiny Committee

Date 16 June 2023



Subject: Committee Terms of Reference

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

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1 Purpose

- 1.1 To consider the Terms of Reference for the Co-ordinating Overview and Scrutiny Committee.

2 Recommendations

- 2.1 To note the Terms of Reference for the Co-ordinating Overview and Scrutiny Committee, set out at 3.2 below.

3 Co-ordinating Overview and Scrutiny Committee Terms of Reference

- 3.1 The Terms of Reference below were approved at the Annual City Council meeting on 23 May 2023.
- 3.2 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.

Membership of the Co-ordinating Overview and Scrutiny Committee will consist of 12 members: the chair of the committee and the seven other Overview and Scrutiny Committee chairs along with four places for opposition group members to ensure proportionality.

4 Any Finance Implications

- 4.1 No direct financial implications resulting from this report.

5 Any Legal Implications

- 5.1 No direct legal implications resulting from this report.

6 Any Equalities Implications

- 6.1 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.
- 6.2 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; Whether any positive opportunities to advance equality of opportunity and/or good relations between people are being realised.

7 Appendices

- 7.1 None.