



Scrutiny Work Programme 2022/23

Chair:	Cllr Sir Albert Bore
Deputy Chair:	Cllr. Kerry Jenkins
Committee Members:	Cllrs: Akhlaq Ahmed, Deidre Alden, Mick Brown, Jack Deakin, Roger Harmer, Mohammed Idrees, Kerry Jenkins, Chaman Lal, Ewan Mackey, Saima Suleman, Alex Yip
Officer Support:	Head of Scrutiny and Committee Services: Christian Scade, (07517 550013) Senior Overview & Scrutiny Manager: Fiona Bottrill, (07395884487) Scrutiny Manager: Amelia Murray (07825979253)

1 Terms of Reference

- 1.1 As per City Council on 24th May 2022 the Committee's Terms of Reference is 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 governance (including transparency, regional working, and partnerships); citizens (including communications and public engagement); performance; customer services; social cohesion; equalities and emergency planning." These functions include:
- 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;
 - determining, in any cases of uncertainty, the allocation of responsibility for specific tasks between the Overview and Scrutiny Committees;
 - 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;
 - publishing each year an Annual Programme of major scrutiny inquiries as suggested by individual Overview and Scrutiny Committees following consideration of the Council Plan and priorities;
 - agreeing the establishment of any task & finish groups; and
 - considering overview and scrutiny development, working practices and constitutional arrangements.



2 Purpose of the Report

- 2.1 To enable the Committee to:
- 2.2 Review the work programme for the Co-ordinating Overview and Scrutiny Committee and update members on the work programmes of the other Scrutiny Committees and the Scrutiny Inquiries that will be carried out during 2022/23.

3 Recommendations

- 3.1 The Committee reviews the work programme completed during 2022/23 attached as Appendix 1 and recommends any issues that should be carried over or new issues to be included in the Scrutiny Work programme for 2023/24.

4 Background

- 4.1 Each Scrutiny Committee has developed a work programme and any cross-cutting issues have been considered by Co-ordinating OSC to decide how these will be managed. The Inquiries for 2022/23 have been agreed and the Task and Finish Groups established to undertake this work.

5 Co-ordinating Scrutiny Committee Work Programme

- 5.1 Appendix 1 sets out the 2022/23 work programme for Co-ordinating OSC. Members are asked to review the work programme and agree any items that are recommended to be carried forward or new issues to be included in the Scrutiny Work programme for 2023/24.

6 Scrutiny Committee Work Programmes

- 6.1 Each Scrutiny Committee will review the work programme completed during 2023/ 24 and also recommend issues to be carried forward or new issues to be included in the work programme for 2023/24.

7 Scrutiny Inquiries 2022/23

- 7.1 Two inquiries (Employment and Skills for Young People and Promoting Health and Wellbeing – Commonwealth Games) are on track to be presented at Council on 4 April.
- 7.2 The other two inquiries (Child Criminal Exploitation, and Children and Young People's Mental Health) are currently in the evidence gathering stage.



8 Request(s) for Call In / Councillor Call for Action / Petitions Received (if any)

8.1 There are no other meetings scheduled at this time.

Call in Meetings:

None scheduled

Petitions

None scheduled

Councillor Call for Action requests

None scheduled

It is suggested that the Committee approves Friday at 10.00am as a suitable day and time each week for any additional meetings required to consider 'requests for call in' which may be lodged in respect of Executive decisions

9 Forward Plan for Cabinet Decisions

- 9.1 Since the implementation of the Local Government Act and the introduction of the Forward Plan, scrutiny members have found the Plan to be a useful tool in identifying potential agenda items.
- 9.2 The Committee may wish to consider whether issues currently listed on the Forward Plan require further investigation or monitoring via scrutiny. This can be viewed in full via [Forward Plans \(cmis.uk.com\)](http://cmis.uk.com).

10 Legal Implications

10.1 There are no immediate legal implications arising from this report.

11 Financial Implications

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

12 Public Sector Equality Duty

12.1 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.

12.2 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.

12.3 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.

13 Use of Appendices

13.1 Appendix 1 – Co-ordinating Overview and Scrutiny Committee Work Programme July - May 2023

CO-ORDINATING OVERVIEW AND SCRUTINY COMMITTEE 2022-23 WORK PROGRAMME

Meeting Date: 8 July 2022

Item/ Topic	Type of Scrutiny	Aims and Objectives	Lead Officer	Witnesses	Visits	Additional Information (Including joint working / links with other O&S Committees)
Scrutiny Business Report for City Council	Discussion	To provide an overview of the priorities identified by the O&S Committees for 2022/23	Christian Scade	N/A	None	Scrutiny Business Report to City Council on 12 July
Scrutiny Work Programme	Decision	To review the draft work programme and agree the items to be considered at future meetings and to consider inquiries proposed by the Overview and Scrutiny Committees and agree up to 4 Inquiries to be undertaken during 2022/23	Christian Scade	N/A	None Identified	

Final Deadline: 29 June 2022

Publication: 30 June 2022

Meeting Date: 9 September 2022 (Meeting not held – Items to be considered at meeting 23.09.22)

Item/ Topic	Type of Scrutiny	Aims and Objectives	Lead Officer	Witnesses	Visits	Additional Information (Including joint working / links with other O&S Committees)
Everyone's Battle, Everyone's Business Action Plan	Update report	To receive a report on the Everyone's Battle, Everyone's Business Action Plan considered at Cabinet in July 2022	Richard Brookes	Cllr. Cotton	N/A	
Cost of Living Crisis	Update Report	To consider the Council's response to the impact of the cost of living crisis and on residents and the Council.	Richard Brookes	Cllr. Cotton	N/A	
Customer Services	Update Report	Building on the previous scrutiny work on complaints, to scrutinise how this has informed the Council's approach to Customer Services: Embedding change in the how the Council delivers services to customer and residents. Engaging with residents and businesses, listening and supporting customer service improvements.	Wendy Griffiths	N/A	N/A	
Scrutiny Work Programme	Decision	To review the draft work programme and agree the items to be considered at future meetings, to receive an	Christian Scade	N/A	N/A	

		update on the Work Programmes for the Overview and Scrutiny Committees and Scrutiny Inquiries				
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Deadline: 30 August 2022

Publication: 1 September 2022

Meeting Date: 23 September 2022 (Agenda Items re-scheduled from 9 September meeting)

Item/ Topic	Type of Scrutiny	Aims and Objectives	Lead Officer	Witnesses	Visits	Additional Information (Including joint working / links with other O&S Committees)
Everyone's Battle, Everyone's Business Action Plan	Update report	To receive a report on the Everyone's Battle, Everyone's Business Action Plan considered at Cabinet in July 2022	Richard Brookes	N/A	N/A	
Cost of Living Crisis	Update Report	To consider the Council's response to the impact of the cost of living crisis and on residents and the Council.	Richard Brookes	N/A	N/A	
Customer Services	Update Report	Building on the previous scrutiny work on complaints, to scrutinise how this has informed the Council's approach to Customer Services: Embedding change in the how the Council delivers services to customer and residents.	Wendy Griffiths	N/A	N/A	

		Engaging with residents and businesses, listening and supporting customer service improvements.				
Scrutiny Work Programme	Decision	To review the draft work programme and agree the items to be considered at future meetings, to receive an update on the Work Programmes for the Overview and Scrutiny Committees and Scrutiny Inquiries	Christian Scade	N/A	N/A	

Publication: 14 September 2022

Meeting Date: 14 October 2022

Item/ Topic	Type of Scrutiny	Aims and Objectives	Lead Officer	Witnesses	Visits	Additional Information (Including joint working / links with other O&S Committees)
Trailblazer Devolution / Levelling Up	Update Report	To consider the implications of the Trailblazer devolution deal for Birmingham.	Mary Crofton Richard Brooks	Deputy Leader		
Deputy Leader	Cabinet Member Priorities	Cabinet member to set out priorities for the administration and key deliverables for 2022/23 and issues for further scrutiny within the remit of the Committee: Business Change	Mary Crofton	Deputy Leader		

		Efficiency and improvement for the Council – including governance and performance of third-parties Risk Management Customer Services Emergency Planning Strategic Partnerships Council's lead on Levelling-Up, Devolution and WMCA				
Scrutiny Work Programme	Decision	To review the work programme and agree the items to be considered at future meetings, to receive an update on the Work Programmes of the Overview and Scrutiny Committees and Scrutiny Inquiries	Christian Scade	N/A	N/A	

Deadline: 4 October 2022

Publication: 6 October 2022

Meeting date: 18 November 2022

Item/ Topic	Type of Scrutiny	Aims and Objectives	Lead Officer	Witnesses	Visits	Additional Information (Including joint working / links with other O&S Committees)
Cabinet Member Portfolio Overview	Cabinet Member priorities	Provide a summary of Cabinet Member priorities for 2022-23, and identifying opportunities for O&S to add value for the	Rose Horsfall	Cllr. Francis, Cabinet Member Digital, Culture, Heritage &		

		<p>following portfolio areas:</p> <ul style="list-style-type: none"> • Open data • Information Governance • Digital Inclusion 		Tourism,		
Council Corporate Communications Plan	Update Report	Corporate Communications Plan, including how the Council communicates with residents who do not have access to digital platforms.	Eleri Roberts	TBC	TBC	
Customer Services Programme Task and Finish Group	Terms of Reference for Customer Services Task and Finish Group and Update	Report on Scrutiny of the Implementation of recommendations from the Customer Service Reviews of Bereavement Services, Waste, Highways and Housing Repairs	Wendy Griffiths	TBC	N/A	The work of the Task and Finish Group was agreed at Co-ordinating OSC on 14.10.22
Scrutiny Work Programme	Decision	To review the work programme and agree the items to be considered at future meetings, to receive an update on the Work Programmes of the Overview and Scrutiny Committees and Scrutiny Inquiries	Christian Scade	N/A	N/A	

Final Deadline: 9 November 2022

Publication: 10 November 2022

Meeting Date: 9 December 2022

10.00am Committee Rooms 3 and 4, Council House

Item/ Topic	Type of Scrutiny	Aims and Objectives	Lead Officer	Witnesses	Visits	Additional Information (Including joint working / links with other O&S Committees)
Exempt Accommodation	Monitoring implementation of recommendations and service / policy development	Assessment of impact at the neighbourhood level of the Exempt Accommodation Pilot and implementation of recommendations from the Scrutiny Inquiry.	Guy Chaundy	TBC	TBC	
Planning Enforcement	Update on issues identified in Exempt Accommodation Report	To update the Committee on work to address the planning enforcement issues identified as part of the Exempt Accommodation Inquiry.	James Wagstaff			<p>Issues identified in the Exempt Accommodation Report relating to planning were:</p> <ul style="list-style-type: none"> • The effectiveness of the Council's practice in containing the growth of HMOs. • Sharing information on the requirements and law would assist residents and providers alike, making it clear what the Council's approach would be. • A re-evaluation of the council's risk appetite in relation to preventing further growth of this model, including taking test cases where necessary; • An independent review of the single household test; • A pro-active approach to Exempt Accommodation conversions so developers are aware that BCC is taking a close look. A small number of investigations and enforcement

						action would send a clear message to providers.
Customer Services Programme Task and Finish Group	Report from Scrutiny Task and Finish Group	Report on Scrutiny of the Implementation of recommendations from the Customer Service Reviews of Bereavement Services, Waste, Highways and Housing Repairs	Wendy Griffiths	N/A	N/A	
Early Intervention and Prevention	Pre-decision scrutiny	To update members on the work of the Early Intervention Programme and consider the recommendation to develop an Early Intervention and Prevention Directorate.	Graeme Betts Kalvinder Kohli	N/A	N/A	
Scrutiny Work Programme	Decision	To review the work programme and agree the items to be considered at future meetings, to receive an update on the Work Programmes of the Overview and Scrutiny Committees and Scrutiny Inquiries	Christian Scade	N/A	N/A	

Final Deadline: 30 November 2022

Publication: 1 December 2022

Meeting Date: 27 January 2023

9.30am Committee Rooms 3 and 4, Council House

Item/ Topic	Type of Scrutiny	Aims and Objectives	Lead Officer	Witnesses	Visits	Additional Information (Including joint working / links with other O&S Committees)
Cabinet Member Portfolio Overview	Cabinet Member Priorities	<p>Cabinet member to set out priorities for the administration and key deliverables for 2022/23 and identify issues for further scrutiny</p> <ul style="list-style-type: none"> • Social Cohesion and Inclusion • Tackling Inequality • Equalities within the Community • Third Sector Partnership and Engagement • External Challenge 	Marcia Wynter, Cabinet Support Officer	Cabinet Member for Social Justice, Community Safety and Equalities, Cllr. John Cotton	N/A	<p>Previous reports to Co-ordinating OSC on the Everyone's Business, Everyone's Battle Action Plan and the Cost of Living Crisis are available at CMIS > Meetings</p>
Homes for Ukraine	Report following motion agreed at City Council 06.12.22	Homes for Ukraine Programme including an audio report produced following engagement with Host Families and an update work commissioned by the Council to support the Home for Ukraine programme.	Richard Brooks	Cabinet Member for Social Justice, Community Safety and Equalities, Cllr. John Cotton	N/A	<p>Relevant sections of City Council motion 06.12.22: A quick assessment, involving Scrutiny, of the existing programme of support provided so far in Birmingham, by the Council and its partner agencies, in terms of its timeliness and value for money. This assessment should include looking at the successes and lessons learned in other UK</p>

						<p>local authorities and the interaction with the other pressures the City is facing in areas such as Housing, Education and the Cost of Living Crisis. This assessment should also take into account wider issues around asylum and immigration and the existing Government policy that places pressure on cities like Birmingham.</p> <p>Council therefore asks Scrutiny to bring in Birmingham host families to provide evidence when carrying out their assessment of the scheme so that concerns can be properly understood and addressed with improvements made going forward.</p>
Customer Services Programme Task and Finish Group	Report from Scrutiny Task and Finish Group	Report on the recommendations from the Customer Service Reviews of Highways and Phase 2 work of the Task and Finish Group following the culture workshops.	Wendy Griffiths	N/A	N/A	
Scrutiny Work Programme	Decision	To review the work programme and agree the items to be considered at future meetings, to receive an update on the Work Programmes of the	Christian Scade	N/A	N/A	

		Overview and Scrutiny Committees and Scrutiny Inquiries				
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Final Deadline: 18 January 2023

Publication: 19 January 2023

Meeting Date: 17 February 2023

10.00am Committee Rooms 3 and 4, Council House

Item/ Topic	Type of Scrutiny	Aims and Objectives	Lead Officer	Witnesses	Visits	Additional Information (Including joint working / links with other O&S Committees)
Domestic Abuse	Strategy / Policy Review and Development	To enable Co-ordinating OSC to inform the development of the Domestic Abuse Prevention Strategy	Christian Scade, Head of Scrutiny and Committee Services Kalvinder Kohli, Programme Director – Prevention and Early Intervention Revinder Johal, Commissioning Manager	TBC	TBC	Cllr. Yip has been working with officers and a round table meeting was held in December 2022 which will inform the February meeting.
Scrutiny Work Programme	Decision	To review the work programme and agree the items to be considered at future meetings, to receive an update on the Work Programmes of the Overview and Scrutiny	Christian Scade	N/A	N/A	

		Committees and Scrutiny Inquiries				
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Final Deadline: 8 February 2023

Publication: 9 February 2023

Meeting Date: 17 March 2023

10.00am Committee Rooms 3 and 4, Council House

Item/ Topic	Type of Scrutiny	Aims and Objectives	Lead Officer	Witnesses	Visits	Additional Information (Including joint working / links with other O&S Committees)
Leader Priorities	Cabinet Member Priorities	Cabinet member to set out priorities for the administration and key deliverables for 2022/23 and issues for further scrutiny within the remit of the Committee	Cabinet Support Officer, Rebecca Grant	Leader Rishi Shori, Director and Solicitor, Strategic Partnerships, External Affairs and Corporate Leadership	N/A	<p>Leader Priorities in respect of Co-ordinating O&S Committee:</p> <ol style="list-style-type: none"> 1. Structure and Governance of the Council 2. Communications 3. Council Wide Efficiency and Improvement 4. Policy and Partnerships 5. West Midlands Combined Authority <p>The Committee has already received a presentation focused on Corporate Communications from Assistant Director Communications, Eleri Roberts at the Co-ordinating Overview and Scrutiny Committee on 18 November, and from Deputy Leader, Cllr Bridget Jones on Council Wide Efficiency and Improvement on 14 October.</p>
Exempt Accommodation	Report on implementation of Recommendations	To report on the implementation of the outstanding	Assistant Director Housing	Cllr. Sharon Thompson, Cabinet	N/A	This report follows on from the previous presentation at the Co-ordinating Overview and

	of Exempt Accommodation Scrutiny Inquiry	recommendations of the Exempt Accommodation Scrutiny Inquiry	Strategy and Enabling Services, Guy Chaundy	Member for Housing		Scrutiny Committee on 9 December. The Inquiry was agreed by Council in December 2021.
Scrutiny Work Programme	Decision	To review the work programme and agree the items to be considered at future meetings, to receive an update on the Work Programmes of the Overview and Scrutiny Committees and Scrutiny Inquiries and to note, and agree, the Terms of Reference for the Homes for Ukraine Task and Finish Group	Head of Scrutiny and Committee Services, Christian Scade	N/A	N/A	

Final Deadline: 8 March 2023

Publication: 9 March 2023

Meeting Date: 14 April 2023

10.00am Committee Rooms 3 and 4, Council House

Item/ Topic	Type of Scrutiny	Aims and Objectives	Lead Officer	Witnesses	Visits	Additional Information (Including joint working / links with other O&S Committees)
Homes for Ukraine (Task Group)	Report from Scrutiny Task and Finish Group	To review the programme to learn lessons regarding the services and support that was provided through the contracts; how the contracted services worked with	Richard Brooks, Director, Strategy, Equality and Partnerships	Refer to Terms of Reference	Refer to Terms of Reference	The Terms of Reference/ work outline for the Task and Finish Group was considered at the Co-ordinating Overview and Scrutiny Committee on 17 March.

		community and voluntary organisations; outcomes for hosts and guests, and how to collaborate with organisations across the City when responding to crisis situations.				
Customer Services Programme	Report from Task and Finish Group	To report on the implementation of the Task and Finish Group recommendations and services response to the culture workshops	Task and Finish Group Chair	N/A	N/A	
Scrutiny Work Programme	Decision	To review the work programme and agree the items to be considered at future meetings, to receive an update on the Work Programmes of the Overview and Scrutiny Committees and Scrutiny Inquiries	Head of Scrutiny and Committee Services, Christian Scade	N/A	N/A	

Final Deadline: 5 April 2023

Publication: 6 April 2023

Potential items to carry forward to the 2023/24 Work programme:

- City Observatory - to consider the data available that is relevant to the terms of reference for the Co-ordinating OSC
- Council Procedures and Arrangements
- Overview and Scrutiny Arrangements
- Trailblazer Devolution Deal - Update

- Tracking and Monitoring of Recommendations – report on how recommendations from O&S Committees are tracked and monitored, and how they relate to the wider Council including Cabinet Members and Senior Officers. This should also cover email and digital security within the Council.
- Scrutiny Communications Strategy – consider developing a strategy during 2023/24.
- Update on Elections Act: To be reported after May 2023 including learning from elections held in other areas.
- Domestic Abuse Scrutiny (October 2023 TBC) – Pre-Decision Scrutiny before Cabinet in December 2023 and then (ongoing) annual review of strategy
- Customer Services Programme Task and Finish Group

