



## Co-ordinating O&S Committee: Work Programme 2021 /22

<b>Chair</b>	Cllr Carl Rice
<b>Deputy Chair</b>	TBC
<b>Committee Members:</b>	Cllrs: Mohammed Aikhlq, Deirdre Alden, Debbie Clancy, Liz Clements, Roger Harmer, Penny Holbrook, Mariam Khan, Narinder Kaur Kooner, Ewan Mackey and Rob Pocock
<b>Scrutiny Support:</b>	Emma Williamson, emma.williamson@birmingham.gov.uk

# 1 Terms of Reference

### Co-ordinating Overview and Scrutiny Committee

- 1.1 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.
- 1.2 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) 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;
  - e) agreeing the establishment of any task & finish groups; and
  - f) considering overview and scrutiny development, working practices and constitutional arrangements.



## 2 Meeting Schedule

Date	Item	Officer contact
18 June 2021 at 10.00 am On-line Informal Meeting	Leader of the Council Work Programme	Rebecca Grant, Cabinet Support Officer
09 July 2021 10.00 am On-line Informal Meeting	Update from CIPFA on Financial Management capability (Cllr Tristan Chatfield, Cabinet Member for Finance & Resources)  Review of the Birmingham Business Charter for Social Responsibility	Jon Lawton, Cabinet Support Officer  Rokneddin Shariat, Procurement Strategy and Development Mgr
10 September 2021 10.00 am	Update from Cabinet Member on equalities and social cohesion  City of Sanctuary Policy Statement 2018-22 – progress report	Marcia Wynter, Cabinet Support Officer  Bethany Finch, Commissioning Manager
15 October 2021 10.00 am	Deputy Leader update <ul style="list-style-type: none"> <li>• Customer services</li> <li>• Council Performance Plan</li> <li>• Digital inclusion / on-going broadband work</li> </ul>	Mary Crofton, Cabinet Support Officer
12 November 2021 10.00 am	Electoral Update (tbc)	Rob Connelly, Assistant Director, Governance
10 December 2021 10.00 am		
21 January 2022 10.00am		
18 February 2022 10.00am		
11 March 2021 10.00am		
08 April 2021 10.00am	Annual Review of Scrutiny Framework	Emma Williamson, Head of Scrutiny Services

## 3 Items to be Scheduled

### 3.1 Citizen engagement – overview



### 3.2 Covid-19 – review

## 4 Other Meetings

### Informal Meetings

#### Call in

*None scheduled*

#### Petitions

*None scheduled*

#### Councillor Call for Action requests

*None scheduled*

## 5 Forward Plan

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

Ref No.	Title	Proposed Date of Decision
009228/2021	Digital Inclusion Strategy and Action Plan	07 Sep 21
009009/2021	Customer Service Programme Enhanced Business Case and Customer Service Strategy	12 Oct 21
009031/2022	DRAFT FINANCIAL PLAN 2022-202	08 Feb 22

## 6 Scrutiny Reports to City Council

O&S Committee	Report Title	Date for Council
All	Scrutiny Business Report	September 2020
All	Scrutiny Business Report	December 2020
All	Scrutiny Business Report	April 2021