

BIRMINGHAM CITY COUNCIL

CO-ORDINATING OVERVIEW AND SCRUTINY COMMITTEE

FRIDAY, 12 MARCH 2021 AT 10:00 HOURS
IN ON-LINE MEETING, MICROSOFT TEAMS

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 Internet site (www.civico.net/birmingham) 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 that they must declare all relevant pecuniary and non pecuniary interests arising from any business to be discussed at this meeting. If a disclosable pecuniary interest is declared a Member must not speak or take part in that agenda item. Any declarations will be recorded in the minutes of the meeting.

1 - 8

4 ACTION NOTES

To confirm the action notes of the meeting held on 5th February 2021.

9 - 18

5 DRAFT SCRUTINY FRAMEWORK

Emma Williamson, Head of Scrutiny Services in attendance for this item.

19 - 28

6 CALL-IN PROCESS PROPOSALS

Emma Williamson, Head of Scrutiny Services in attendance for this item.

7 **WORK PROGRAMME**

For discussion.

8 **DATE AND TIME OF NEXT MEETING**

To note the date and time of the next meeting.

9 **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).

10 **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.

11 **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

CO-ORDINATING O&S COMMITTEE – PUBLIC MEETING

1000 hours on Friday 5th February 2021, On-line meeting

Action Notes

Present:

Councillor Carl Rice (Chair)

Councillors: Deirdre Alden, Albert Bore, Debbie Clancy, Liz Clements, Roger Harmer, Ewan Mackey, Rob Pocock, Lou Robson and Kath Scott

Also Present:

Cllr Ian Ward, Leader of the Council

Cllr Matt Bennett

Cllr Tristan Chatfield, Cabinet Member Finance & Resources

Cllr Meirion Jenkins

Suzanne Dodd, City Solicitor

Rebecca Hellard, Interim Chief Finance Officer

Alan Layton, Head of Finance

Chris Naylor, Interim Chief Executive

Sara Pitt, Assistant Director, Finance

Craig Scriven, Assistant Director, Organisational Development

Emma Williamson, Head of Scrutiny Services

1. NOTICE OF RECORDING/WEBCAST

The Chair advised that this meeting would be webcast for live or subsequent broadcast via the Council's Internet site (www.civico.net/birmingham) and that members of the press/public may record and take photographs except where there were confidential or exempt items.

2. APOLOGIES

No apologies were received.

3. DECLARATION OF INTERESTS

None.

4. ACTION NOTES

(See document No 1).

RESOLVED:

The action notes from the meeting held on 11th December 2020 were agreed.

5. REQUEST FOR CALL-IN: INVESTING IN OUR FUTURE - WHAT BIRMINGHAM CITY COUNCIL NEEDS TO DO NEXT: 2021- 2026

(See document No 2).

Cllrs Matt Bennett and Meirion Jenkins outlined their reasons for requesting the call in, focusing on the following call-in criteria:

- *4 – the Executive appears to have failed to consult relevant stakeholders or other interested persons before arriving at its decision;*
- *5 – the Executive appears to have overlooked some relevant consideration in arriving at its decision;*
- *6 – the decision has already generated particular controversy amongst those likely to be affected by it or, in the opinion of the Overview and Scrutiny Committee, it is likely so to do;*
- *8 – there is a substantial lack of clarity, material inaccuracy or insufficient information provided in the report to allow the Overview and Scrutiny Committee to hold the Executive to account and/or add value to the work of the Council;*

In their submission, the Members stated that:

- This is another re-organisation after several over the last few years, with some of the same things being repeated such as an emphasis on prevention and a move away from salami slicing. These previous attempts seem to have been abandoned when a new Chief Executive was appointed.
- This re-organisation does not really explain how the results promised will be realised, it is light on detail in that regard. For example, reducing the number of direct reports to five is said to be in line with “best practice”. Brief research on the internet shows that best practice can be anything from four to sixteen direct reports. Therefore, more explanation on this is needed.
- There appear to be some gaps in moving to the new structure from the old. For example, with regards to the Education & Skills Directorate, there seems to be no mention of where the Director of Children’s Services sits. If there is an intention to move this to the Children’s Trust, that should be made explicit.
- The report as presented does not amount to a full business case. £1.1m has been spent so far but not clear on what, presumably consultants.
- The compelling reason why this must be referred back to Cabinet is because the Council is embarking on major organisational change whilst in the process

of recruiting a Chief Executive. A new Chief Executive may have very different ideas about the structure.

- It is hard to justify asking constituents to pay more tax in order to recruit five managing directors. The structure would make little sense to most constituents.

Some Members of the Committee raised the issue of the recruitment for a permanent Chief Executive, and some were of the view that the call in meeting could not continue without further details on the progress of this. It was suggested that the meeting move into private session to facilitate that.

In response, Cllr Ian Ward, the Leader of the Council, stated that he did not believe it was necessary to move into private session, as he could not give any more detail than he would in public session. He stated that the situation around the Chief Executive is one that he has to deal with, that he has discussed with other group leaders and he will be in a position to make a statement in a couple of weeks.

He further stated that he did not accept the assertion that the Council cannot make structural change until there is a permanent Chief Executive. The restructure in this report and subsequent reports is linked to budget proposals to be agreed by Full Council on 23 February 2021, so the logical extension of not making these changes would be that we cannot set the budget until there is a permanent Chief Executive. That would place the Council outside of the law.

He also noted that there is currently limited capacity at the top of the organisation which is the largest local authority in the country, and there is a real need to shift from crisis management to prevention and to deliver growth at greater scale and pace.

Details about the structure and what sits where will be set out in future reports to Cabinet.

The Interim Chief Executive gave more details on the changes, noting that five posts already exist, and the creation of other posts would be for the JNC Panel to agree. Three posts (Purpose Director: Places, Prosperity and Sustainability; Managing Manager City Help and Support; and Managing Director City and Municipal Development) are subject to future business cases. The paper sets out a general direction of travel. The restructure as a whole aims to generate £65m of savings that underpin the budget in February.

In the ensuing discussion, the main points included:

- The report sets out a direction of travel, and some members were of the view that it makes sense to do that before compiling detailed business cases.
- It was clarified that the Members requesting the call-in were questioning the invest to save basis of the report.
- The Leader confirmed that the financial justification for the restructure is built within the budget already published.
- On the matter of direct reports, the best practice referred to is related to a report published by PWC a couple of years ago.

The matter of the permanent Chief Executive was raised again, with Members stating that in briefings to the Committee, Members had been given the impression that the Interim Chief Executive would have ownership of these changes. This is a fundamental change, and it was proposed that it would be better to wait for matters to be settled. The Leader reiterated that he would not be drawn on the matter and that an announcement would be made.

The Members requesting the call-in request, emphasised the position with regards to a permanent Chief Executive, which is likely to mean further changes when one is appointed. They also argued that there is not sufficient clarity on the links between the changes and the savings.

The Leader responded by saying that there cannot be a pause on the restructure until a permanent Chief Executive is appointed as there is much work to do, including responding to the pandemic.

The Members of the Committee then discussed the call-in and the following points were made:

- There is a legitimate concern about the Chief Executive position, but some Members were content to take the Leader's word that he is content to take the proposals forward despite this.
- Some Members were minded not to agree with the call-in on the grounds that criteria 5 was not met as the Interim Chief Executive is looking at the future financial environment, and therefore a strong case has not been made by those requesting the call-in. Criteria 6 is not met as this is a major change and any major change is controversial and is going to stimulate debate, and that is the point of the paper. The recommendation is to approve the direction of travel and it is clear that work is ongoing.
- It is concerning that stakeholders are not fully in the loop regarding the restructure and the position of the council.
- The changes within the Cabinet report were generally supported. However, the key concern of some Members was the potential risks associated if there were to be a change of Chief Executive, which is the crux of the recommendations within the Cabinet report, as the current Interim Chief Executive has clear ownership of this proposal.
- The Committee has the option to not call in the decision and write formally setting out the concerns raised at the meeting and pressing for early resolution of the Chief Executive position. It was agreed that a letter should be sent asking the Leader for resolution of the matter as soon as possible.
- Concern was expressed that Members of this Committee are being asked to take decisions which impact on the future of the Council without having full knowledge or understanding of relevant facts. Members are being inhibited in that regard in not having full facts.

The Chair thanked the Cabinet Member, Councillors and officers for their time.

Following a vote, which was determined by the Chair's casting vote, it was:

RESOLVED:

That the decision is not called in for reconsideration by Cabinet.

6. SCRUTINY OF BUSINESS PLAN 2021-25

Cllr Tristan Chatfield, Cabinet Member for Finance and Resources set out the background to the draft budget report, which was prepared in unique set of circumstances. Rebecca Hellard, Interim Chief Finance Officer, was also in attendance.

Members then made the following points:

- In response to the Cabinet Member's assertion that the Council is now better at setting realistic budgets, the Chair asked about progress implementing the CIPFA recommendations following their review from a couple of years ago. The Cabinet Member confirmed there was a lot of work happening to meet the CIPFA standards and ensure clear accountability across the organisation. The Interim Chief Finance Officer further confirmed that the CIPFA financial review has led to a substantial amount of work to look at how the organisation works with finance officers, including the delivery of a new financial management system and a re-write of the financial regulations. The intention is to move the authority on to be best in class. The Council continues to be peer reviewed and there is full programme management overseeing this work.
- Cllr Bore confirmed that the Resources O&S Committee had continued to provide oversight of this work, including a report on the Neighbourhoods Directorate review.
- Business rates income: how certain can we be about the assumptions underpinning this, including a drop in income and government funding to mitigate loss of income? The Cabinet Member explained that these were built on an income drop and nil growth, which was a forecast but based on solid evidence.
- The Enterprise Zone, set up many years ago is yielding benefits but have the growth assumptions for this also been reassessed? The Interim Chief Finance Officer confirmed that a full review of the EZ model has been done, and it is not currently believed that we will have a funding shortfall. It was asked whether extending the period for business rate growth from 25 years to 35 years was still being considered and the Interim Chief Finance Officer undertook to respond to the Committee.
- Clean Air Zone – some of the income from this will need to go into areas beyond the zone to provide controlled parking outside the zone. The Cabinet Member has responded positively to that proposal, but it is not listed in the budget document.

- Chapter 3, section 12.1, Table 3.5 gives budget pressures, which includes a line “members priorities”. What are those priorities? It was confirmed that these are listed under Appendix F.
- Cllr Bore stated his intention to bring Chapter 6, Commonwealth Games, to the Resources O&S Committee. The Committee has on several occasions had a report on the revenue and capital costs, and this is important because of a particular concern around partner contributions, some of which are unlikely to be delivered.
- The public health grant: is the ringfence for this grant to be retained and for how much longer? The Cabinet Member stated it is still uncertain, and they are awaiting guidance from Government.
- Homelessness: dealing with the increase in use of temporary accommodation is focused on prevention which is welcomed but how far will this go? The City Council lost 600 properties last year, and so do the plans take sufficient notice of level of crisis? The Cabinet Member confirmed that the intention is to support people before the situation becomes a crisis.
- Climate change: there appears to be no series of identified measures to tackle climate change – there are regular references but no specific package. Page 158 of the budget report has a table that has “air quality and climate” – is that relating to the Clean Air Zone? The Cabinet Member agreed to confirm exactly what was contained within that budget line.
- Schools and academisation deficits: the report states that special schools’ deficits will be supported through the High Needs Block (other schools are supported in a different way). It was confirmed that the High Needs Block is ringfenced for special schools though the Council could use general fund to add to that.

Cllr Chatfield thanked the officers for all their hard work in putting the budget together under difficult circumstances, and the Chair echoed that thanks.

RESOLVED:

The report was noted and:

- The Chair requested that the update on the CIPFA financial review is summarised by each Scrutiny Committee, so Chairs can see what areas their Committee should focus on.
- The Cabinet Member to confirm exactly what is contained within the budget line for air quality and climate on page 158.

7. WORK PROGRAMME

(See documents No 3 and 4).

Emma Williamson, Head of Scrutiny Services, updated the committee on items including:

- The call for evidence for the Exempt Accommodation Inquiry has gone out and responses are coming through. It may be necessary to look at an additional date for evidence gathering in early March, and Emma Williamson will come back to Members regarding dates;
- The draft Scrutiny Framework has been shared with all Members and senior officers, and feedback is being collated. That is on track for Full Council in April and a draft of the report will be shared with Members.
- Feedback on the protocol for Member enquiries has been given and the next step is for sessions with all Members, to be arranged by the customer services team. Again, this is on track for a report to Full Council in April.
- The other scrutiny report due at Full Council in April is the Infant Mortality Inquiry by the Health and Social Care O&S committee.

Cllr Harmer updated the committee that Covid-19 has severely impacted on the ability of the Council to deliver the Exempt Accommodation pilot, and so the timescales have been put back indefinitely to end of lockdown, which gives the Committee more time for their inquiry.

Cllr Bore reiterated his caution on how residents' views are facilitated for the inquiry, as there are so many interacting issues that it will be difficult to get a meaningful set of evidence at this time.

RESOLVED:

The work programme was noted.

8. DATE AND TIME OF THE NEXT MEETING

The date of the next meeting is the 12th March 2021 at 1000 hours.

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

None.

10. OTHER URGENT BUSINESS

In light of the number of call-ins this week, clarification was sought on whether there were time limits on Councillors speaking. It was confirmed there were no formal limits for committee meetings, but speaking time was at the discretion of the Chair.

11. AUTHORITY TO CHAIRMAN AND OFFICERS

RESOLVED:

That in an urgent situation between meetings, the Chairman jointly with the relevant Chief Officer has authority to act on behalf of the Committee.

The meeting ended at 1335 hours.



Draft Scrutiny Framework

Co-ordinating O&S Committee

1 Purpose

- 1.1 This report sets out the actions taken since September 2020 on the development of the Scrutiny Framework and asks that Members agree the attached version for submission to Full Council on 13th April 2021.

2 Recommendation

- 2.1 That Members of Co-ordinating O&S Committee ask Full Council to endorse the attached Scrutiny Framework.

3 Background

- 3.1 In September 2020, the Co-ordinating O&S Committee agreed to develop a Scrutiny Framework on a cross party basis, to strengthen cross-party engagement in scrutiny and ensure scrutiny's place in the good governance of the Council. The report can be found [here](#).
- 3.2 The aim of the Scrutiny Framework is to set out a statement of collective understanding of scrutiny's role within the council and the value that it adds through that role. It will be a guide for elected Members and other parties outlining the purpose of Scrutiny, the interface between Scrutiny and the Executive and the principles that underpin the relationship. Further operational details will be set out in a series of procedure notes.
- 3.3 The Framework is for the whole Council, with an essential role for Scrutiny Members, the Executive and senior officers to create the right culture, lead the way and make achieving this standard a reality – this is what makes it different from a protocol.

4 Activity Since September 2020

- 4.1 In relation to designing the Framework, Members were mindful of the advice from the Centre for Public Scrutiny (CfPS)¹ in the Good Scrutiny Guide, emphasising the importance of involving all Members, backbench and Cabinet Members:

¹ Now the Centre for Governance and Scrutiny



“In CfPS’s experience, the value in the production of such a document derives from the conversations that precede its agreement, rather than the document itself.”

- 4.2 Therefore, the approach taken commenced with Scrutiny Members (Co-ordinating O&S Committee) but then included workshops with Cabinet Members and senior officers; and with backbench Members. Members were supported in this by the Centre for Public Scrutiny, and we wish to thank the Chief Executive, Jacqui McKinley, for her assistance in holding the workshops.
- 4.3 A cross-party group of Members (Cllr Carl Rice, Cllr Sir Albert Bore, Cllr Debbie Clancy, Cllr Roger Harmer, and Cllr John Cotton representing the Executive) then developed a draft for consultation. This was endorsed by the Co-ordinating O&S Committee, then circulated to all Members and drop in sessions were held for Members to feedback their views. The draft was also discussed at senior officer meetings. Feedback from these sessions was largely positive, with Members and officers broadly welcoming the framework, in particular the provisions on transparency and mutual respect.
- 4.4 The Framework presented is the result of the work of cross-party Members, including backbenchers and Cabinet Members, and of officers. This approach, and the adoption by Full Council, signals the extent to which a strong cultural commitment to Scrutiny is owned by the Council’s leadership.

5 The Framework

- 5.1 The Framework has been designed as a relatively short document, with a vision statement and a set of conditions for success. This would be underpinned by a revised set of procedure notes setting out more detailed practical arrangements. A list of the procedure notes is set out at the end of the Framework document.
- 5.2 It is proposed that both the Framework and procedure notes are reviewed annually by the Co-ordinating O&S Committee.

6 Vision

- 6.1 Currently the Constitution sets out the four principles of good scrutiny. These were developed by the Centre for Governance and Scrutiny (CfGS, then the Centre for Public Scrutiny) and adopted by many councils across the country. They have recently been reviewed and amended by the CfGS.²
- 6.2 Feedback from Members in the workshop suggested an appetite to emphasise the voice of the public. Members agreed that in order to give prominence to this, the order of the principles be changed
- 6.3 The vision set out seeks to emphasise that Scrutiny is a strategic function of the Council, and a critical part of a strong local governance framework. It also highlights the importance of a positive

² <https://www.cfgs.org.uk/revisiting-the-four-principles-of-good-scrutiny/>



culture, as Scrutiny is most effective when it is not reliant on legislation, the constitution or guidance but willing participants, as the Statutory Guidance on Scrutiny recognises:

Creating a strong organizational culture that supports scrutiny is essential to adding value creating efficient and effective services. Conversely a low value for scrutiny often results in poor quality work.

7 Conditions for Success

7.1 The proposed conditions for success were developed from the feedback from the workshops. The intention is that these are succinct summaries, with more detailed guidance contained in the procedure notes.

7.2 The proposed conditions for success are:

1. Parity of esteem between the Executive and Scrutiny
2. Reflecting the Concerns of Citizens
3. Member Leadership and Engagement
4. Mutual Respect and Good Faith
5. Clear Purpose and Focus
6. Evidence Based Conclusions and Recommendations that Add Value
7. Clear Roles, Responsibilities and Relationships
8. Transparency of the Scrutiny Process and Access to Information
9. Co-operation with Partners and Professional Bodies

Appendix: Draft Scrutiny Framework

Report author: Emma Williamson, Head of Scrutiny Services



Overview & Scrutiny Framework March 2021



Vision for Overview & Scrutiny in Birmingham

To ensure effective democratic accountability and oversight of the Council's executive. This will be achieved by a Member-led Scrutiny function which is held in high regard by its many stakeholders and which adds value for the people of Birmingham.

This vision recognises that Scrutiny is a core component of the governance structures of the Council, and that Scrutiny Members, the Executive and senior officers will all work to create the right culture and lead the way in making the vision a reality. Ensuring good Scrutiny in Birmingham is a common endeavour across the council.

To achieve this Scrutiny will follow the nationally agreed 'Four Principles of Good Scrutiny';

- a. Amplify public voice and concerns;
- b. Drives improvement in public services;
- c. Provides constructive "critical friend" challenge;
- d. Be led by 'independent minded people' who take responsibility for their role.¹

Conditions for Success

To succeed, the Council recognises that the following conditions need to be present:

1. Parity of Esteem between the Executive and Scrutiny

We all have a collective responsibility to support high quality decision-making and policy development. Creating a strong organisational culture that recognises the critical role of an independent Scrutiny in the governance process is essential to adding value and creating efficient and effective services. Without recognition of this, Members and officers involved in Scrutiny are not empowered to exercise their duties as they should, resulting in poor accountability.

2. Reflecting the Concerns of Citizens

Scrutiny should focus on issues that reflect concerns of citizens, and where they can add value and make an impact. Where possible, Scrutiny will ensure that the public's (and/or specific stakeholders) voice is heard in the way that decision-makers design and deliver services. This may include, if appropriate and at the discretion of the Chair, speaking at a formal meeting of a Committee.

The views and ideas of citizens, service providers and other agencies with an interest in the subject under review are all valuable in effective Scrutiny. Scrutiny should involve stakeholders and take account of views of service users and the public, with particular

¹ <https://www.cfqs.org.uk/revisiting-the-four-principles-of-good-scrutiny/> - re-ordered and slight re-worded to reflect priorities in Birmingham

efforts to engage groups that are harder to reach. Constructive engagement and clear lines of communication should enable a two-way flow of information between Scrutiny and all those involved, including feedback of results.

Reflecting citizens' concerns will entail Scrutiny taking a wider view than Council policies and services. In particular, Scrutiny has a legitimate interest in scrutinising organisations and projects that receive public funding to deliver goods and services. This should be recognised by the Council and, where relevant, consider the need to provide assistance to Scrutiny Members to obtain information from organisations the Council has contracted to deliver services. When agreeing contracts with these bodies, the Council should consider whether it would be appropriate to include a requirement for them to supply information to or appear before Scrutiny Committees.

3. Member Leadership and Engagement

Members have a unique perspective to bring to the Scrutiny process, a different point of view which brings something distinct to both policy development and scrutiny. Members set their own work programmes and can look at things from angles that might not be apparent to Cabinet Members or senior officers. To be successful, Members and officers must engage with Scrutiny in a positive way.

4. Mutual Respect and Good Faith

While Scrutiny should be constructive and challenging, it will only be successful if all partners work together considerately, within a climate of non-partisan working.

Scrutiny must be forensic and challenging but Members must also collaborate to support decision-makers to do their work better. Members must listen and engage constructively, irrespective of political group, putting the values of Scrutiny into practice.

Decision-makers have to be open to scrutiny and create a culture which enables effective scrutiny to happen.

5. Clear Purpose and Focus

Scrutiny activities should be well planned and timely. There must be clarity on what Scrutiny wants to do, confident it can add value and make an impact, and be clear on what it hopes to achieve.

Every significant piece of work must have a terms of reference, setting out aims, methodology and timescales. These should be developed with the participation of the Executive and agreed by the relevant Committee.

Work programmes are developed in collaboration with Members and with the participation of the Executive. Scrutiny is in charge of its own work programme and

there will occasionally be times when Scrutiny and the Executive do not agree but with meaningful engagement such occasions will be rare. Scrutiny Committees must review work programmes to identify a clear order of priority for all topics being considered. This may mean that it is not possible for Scrutiny to look at all items, and it is important that committees do not overreach. Once the work programme is established it must be published and shared with internal and external organisations, so they are clear on upcoming topics.

Procedure notes set out further detail on work programming, conducting inquiries and call-ins.

6. Evidence Based Conclusions and Recommendations that Add Value

The Scrutiny process should be impartial, driven by the evidence rather than by a particular standpoint. Recommendations should be clear, feasible, deliverable, providing value for money by securing benefits that outweigh the costs of implementation. It should be noted that the Scrutiny process is not meant to be an “expert” review.

When Scrutiny is making recommendations, it must consider the impact that they will have and the resource implications, obtaining advice from relevant Cabinet Members and officers.

Scrutiny must add value and not duplicate the other forms of performance management, review or inspection. Equally, decision-makers must seek to ensure that Scrutiny is involved in a timely manner, at a point where the outcome can be influenced, to ensure involvement is meaningful. They should also give meaningful consideration to Scrutiny recommendations.

Measuring the impact of Scrutiny is notoriously difficult to do, but we will make steps to improve the tracking process to take more account of outcomes.

7. Clear Roles, Responsibilities and Relationships

To facilitate good Scrutiny, the roles of all participants in the scrutiny process must be clear and understood by all. In summary:

Overview & Scrutiny Chairs are responsible for leading and co-ordinating the work of the Scrutiny Committee so that Scrutiny functions in a positive, constructive and non-partisan manner which provides a good environment for the constructive challenge of decision-makers.

Overview & Scrutiny Members must contribute time and effort to both the development and the carrying out of the Scrutiny work programme by attending and contributing to committee meetings and inquiries; they must be independent minded and not pre-judge issues coming to Scrutiny nor use the meeting to promote narrow or parochial interests.

The senior political leadership of the Council set the tone of how successfully Scrutiny will be able to work. Cabinet Members should act as a champion for Scrutiny's work within and outside the organisation, creating a culture which enables effective Scrutiny to happen, and ensuring that the views of a Scrutiny Committee put forward to the Executive are reflected in decision and policy-making.

Officers should provide impartial and high quality advice and evidence to Scrutiny Committees and may be asked to attend O&S Committees to explain policies or to answer questions on service delivery. Overview and Scrutiny Committees should always bear in mind that when officers appear to answer questions their evidence should, as far as possible, be about questions of fact and explanation relating to policies and decisions.

All Members are expected to act in accordance with the highest standards of probity and public life, in all matters relating to the Council's Code of Conduct for Members, related protocols and supporting guidance.

Details of roles and responsibilities of key participants is set out in Procedure Note 2.

8. Transparency of the Scrutiny Process and Access to Information

Scrutiny should be a transparent process and encourage open and honest discussion. Processes and reports should be clear and accessible to the public.

This framework and supporting documents will be published on the Scrutiny website.²

All formal Committee meetings are web-streamed, and the agendas published on the Council's website. Work programmes will be published on each O&S Committee's agenda. Committees may sometimes hold informal meetings or briefings, but any outcomes and recommendations will always be reported in public.

A Scrutiny Business Report will be presented three times a year to Full Council, outlining Scrutiny activity at that time.

To be effective, a Scrutiny Committee must receive relevant information in a timely manner. This is supported by legislation which gives the Committee rights to access information that relates to Scrutiny work, even where information is exempt from publication.

9. Co-operation with Partners, Professional Bodies and Providers

Increasingly services are provided jointly or as the result of partnerships between the Council and other public sector organisations or other partners. And improvement in service delivery can often best be achieved through partnerships between the Council and other service providers and professional bodies.

² Page to be created after Full Council 13 April 2021

Procedure Notes

Note 1: Overview & Scrutiny Work

A summary of the remit of O&S work and how it should be planned, including processes for work-programming, and for following up on actions.

Note 2: Roles and Responsibilities

This note sets out the key roles involved in supporting Scrutiny: Scrutiny Chairs and Deputy Chairs, Scrutiny Members, Cabinet Members and officers.

Note 3: Role in Scrutinising Partners and Partnership Work

This note sets out the powers of Scrutiny to look at the work of partners including health; crime and disorder partnerships and flood risk management authorities.

Note 4: Policy Framework Plans

An outline of the role Scrutiny can play in respect of policy framework plans.

Note 5: Request for Call in

A detailed note on the call-in process (to be revised post discussions)

Note 6: Councillor Call for Action

A detailed note on the councillor call for action process (to be revised post discussions)

Note 7: Responding to Petitions

A detailed note on the process for Scrutiny to respond to petitions.

Note 8: Conducting Inquiries

This note sets out the stages of conducting an inquiry and makes suggestions for activity based on good practice.

Note 9: Tracking Recommendations

A detailed note on the process for tracking Scrutiny recommendations.

Note 10: Regional Scrutiny

A note setting out regional Scrutiny arrangements.

Note 11 – Scrutiny Standards *(To be completed following finalising of framework)*



Call-In Process Proposals

1 Purpose

- 1.1 This report sets out the actions taken since September 2020 on the matters relating to the call-in process and asks that Members agree the recommendations set out in the report.

2 Background

- 2.1 In September 2020, the Co-ordinating O&S Committee agreed to a set of proposals for engaging Members and officers in a review of Overview and Scrutiny arrangements, to strengthen cross-party engagement in Scrutiny and ensure Scrutiny's place in the good governance of the Council. This included an agreement to consider recommendations with regards to call-in.
- 2.2 Call-in is a statutory right for Councillors / Members sitting on Scrutiny Committees to delay the implementation of a decision which has been made (but has not yet been implemented) to allow a Committee to consider the decision (Local Government Act 2000, Sections 9F(2)(a) and 9F(4)).
- 2.3 This Committee has previously considered amendments to the call-in process; most recently in June 2019 (see [Co-ordinating O&S Committee agenda, 14th June 2019](#)) where Members agreed to revise aspects of the call-in process, including around attendance at meetings, roles during a call-in and provision for what happens when an Executive decision is withdrawn following a call-in.
- 2.4 The [Peer Review](#) of O&S and Committee Services, completed in 2019, made one recommendation with regards to call-in:
- “Tighten up on rules around call-in criteria in line with MHCLG guidance and develop a robust informal resolution process.”**
- 2.5 The peer reviewers raised concerns that the number of call-ins at the Council were disproportionately high, “mainly because the criteria for call-ins are not rigorous enough to ensure that only serious concerns are reviewed. Backbenchers said that they lacked confidence that O&S recommendations would be followed up, hence their use of critical motions and call-in.”
- 2.6 Suggestions included that Members should be expected to provide a written explanation for their reasons for call-in as Directors and Cabinet Members often have to attend call-in meetings without knowing exactly why the call-in was instigated. They also said that the reasons for the call-in should be better explained.
- 2.7 Given this feedback, there are three issues for Members to consider:
- Are the call-in criteria sufficiently robust?
 - Should Members requesting a call-in be required to provide a written explanation of the reasons for the request?



- Should an informal resolution process be adopted to resolve issues at an earlier stage?

3 Activity Since September 2020

- 3.1 Following the Co-ordinating O&S Committee meeting in September 2020, a cross-party group of Members (Cllr Carl Rice, Cllr Sir Albert Bore, Cllr Debbie Clancy, Cllr Roger Harmer, and Cllr John Cotton representing the Executive) then developed some proposals for consultation. These were endorsed by the Co-ordinating O&S Committee, then circulated to all Members and drop in sessions were held for Members to feedback their views.
- 3.2 Members at the drop in sessions raised the following issues in relation to call-in:
- There was general agreement that more detail on call-in forms would help the process run more smoothly;
 - There was concern that any informal mechanism would be done outside meetings and therefore not transparent;
 - Whilst there was some discussion of timescales, there were no proposals to change, recognising that whilst it is difficult to set up meetings in the short time allowed, any extension would result in delays to decision-making;
 - Members said that it was a lack of pre-decision scrutiny that often led to a request for call-in, as that then became the best route to get information;
 - The number of call-ins that resulted in some manner of changes was noted, pointing to the beneficial impact of the call-in process for the Council.
- 3.3 These comments, along with those of the Committee, are taken into account in the recommendations set out below.

4 Proposal 1: Amendment to Call-In Criteria

- 4.1 The criteria for call-in, as in the Constitution, are set out in Appendix 1. A summary of call-ins and call-in requests made by criteria are summarised in Appendix 2.
- 4.2 In discussions with Members of the Peer Review team, they suggested that two of the criteria were extremely wide and should be re-considered:
- 6 – the decision has already generated particular controversy amongst those likely to be affected by it or, in the opinion of the Overview and Scrutiny Committee, it is likely so to do;
 - 7 – the decision appears to be particularly “novel” and therefore likely to set an important precedent.
- 4.3 Analysis of the last 12 decisions that were called-in by an O&S Committee shows that although the first of these two criteria were a reason given in four cases, in each of these cases, other criteria were also cited in those decisions. Criteria 7 has not been used to call-in a decision. The working



group agreed that criteria 7 was very wide and open to interpretation and could be deleted with no impact on the strength of the call-in process. Criteria 6 however should stay.

- 4.4 More recently, a call-in heard by the Resources O&S Committee (concerning a decision to implement Clean Air Zone Infrastructure on 25th August 2020) which raised governance issues, and the working group agreed that the ninth criteria be amended to add the word “governance” after “financial”:
- 9 – the decision appears to give rise to significant legal, financial, governance or propriety issues.

Recommendation:

1. That Members recommend to Council Business Management Committee that criteria 7 “the decision appears to be particularly “novel” and therefore likely to set an important precedent” is deleted as a criteria for call-in;
2. That Members recommend to Council Business Management (CBM) Committee that criteria 9 is amended to read “the decision appears to give rise to significant governance, legal, financial or propriety issues”.

5 More Information on the Request for Call-In Form

- 5.1 Currently, Members are only required to tick one or more of the criteria when submitting a request for call-in. and not give further explanation of the request for a call-in meeting.
- 5.2 Members considered whether the main reasons for the call-in should be set out in more detail, to enable the better management of the call-in process. This would allow Committee Members, officers and Cabinet Members to better prepare for the call-in. It can be the case that matters are raised in the call-in meetings that cannot be adequately addressed by the Executive, or questioned by other Committee Members, as the criteria used for call-in requests are insufficiently informative, particularly where specific or technical detail would assist Members in making their decision. Plus, given the time limited nature of call-ins, this would help the process run more smoothly.
- 5.3 This could be done by adding a column to the list of criteria requiring an explanation for the choice of each criteria – see Appendix 3. This would take the form of a short concise statement of one or two sentences. The procedure note would state that call-ins without this information would not proceed.
- 5.4 This would give the Cabinet Member and officers the opportunity to respond ahead of the meeting with additional information.
- 5.5 It is also proposed that the Chair, in consultation with the Head of Scrutiny Services, could ask for that information if they feel the call-in form does not give sufficient clarification.
- 5.6 This would not require a change to the Constitution, but if the change is agreed by this Committee and by CBM, then the procedure note would be updated, and Members informed of the change.



Recommendation:

3. That Members recommend to Council Business Management Committee (CBM) that a column is added to the request for call-in form, requiring a short, concise, explanation as to the reason for the request for call (as shown in Appendix 3).

6 Informal Resolution

- 6.1 The Peer Review Group suggested that Birmingham considers an informal resolution mechanism; however, the working group were concerned that this would introduce an additional step that would have implications for the timing of call-in meetings and would be done outside of a formal committee process, which would not be transparent. This reflected the concerns of Members in the drop-in sessions.
- 6.2 However, it was agreed that, if recommendation 3 above were adopted, with regards to more information on the call-in form, then this would give the Cabinet Member and officers the opportunity to respond ahead of the meeting with additional information, which may in turn lead those who have requested the call-in meeting to re-consider the need for a meeting.
- 6.3 If at that point, those Members wished to withdraw the request for call-in, then the meeting to consider the call-in would not go ahead but the matter would be reported to the next scheduled meeting of the relevant O&S Committee.
- 6.4 The working group considered that this would be sufficient and that a mechanism such as that used by Leeds City Council is not required.
- 6.5 This would not require a change to the Constitution, but the procedure note on call-in would be updated to reflect this.

Recommendation:

4. That the Procedure Note on Call-In be amended to say that if a situation arises whereby Members wish to withdraw a request for call-in, then the meeting to consider the call-in would not go ahead but the matter would be reported to the next scheduled meeting of the relevant O&S Committee.

Report author: Emma Williamson, Head of Scrutiny Services



Appendix 1: Current Call-In Criteria and Proposed Amendments

	(a) Is the Executive decision within existing policy?
1	the decision appears to be contrary to the Budget or one of the 'policy framework' plans or strategies;
2	the decision appears to be inconsistent with any other form of policy approved by the full Council, the Executive or the Regulatory Committees;
3	the decision appears to be inconsistent with recommendations previously made by an Overview and Scrutiny body (and accepted by the full Council or the Executive);
	(b) Is the Executive Decision well-founded?
4	the Executive appears to have failed to consult relevant stakeholders or other interested persons before arriving at its decision;
5	the Executive appears to have overlooked some relevant consideration in arriving at its decision;
6	Proposed deletion: the decision has already generated particular controversy amongst those likely to be affected by it or, in the opinion of the Overview and Scrutiny Committee, it is likely so to do;
7	the decision appears to be particularly "novel" and therefore likely to set an important precedent;
8	there is a substantial lack of clarity, material inaccuracy or insufficient information provided in the report to allow the Overview and Scrutiny Committee to hold the Executive to account and/or add value to the work of the Council.
	c) Has the Executive decision been properly taken?
9	the decision appears to give rise to significant legal, financial, governance or propriety issues.
10	the notification of the decision does not appear to have been in accordance with council procedures;



Appendix 2: Call-In Criteria Used

Call-In Criteria Used for Decisions Called In

Call-in Criteria:	1	2	3	4	5	6	7	8	9	10	Outcome
8 Feb 21, Resources O&S Committee, Provision of Legal Advice for the Birmingham Smithfield Development					✓						Decision amended
3 Feb 21, Economy & Skills O&S Committee, Conservation Areas Update and Proposals					✓	✓		✓			Decision confirmed
25 August 20, Resources O&S Committee, Implementation of CAZ									✓		Decision confirmed (also noted governance issues)
10 February 20, Resources O&S Committee, Single Contract Negotiations - Clean Air								✓	✓		Report withdrawn by Cabinet
25 October 19, Sustainability and Transport O&S Committee, A34 Perry Barr Highway Improvement Scheme FBC									✓		Decision confirmed after consideration of petition by Full Council
12 June 2019, Resources O&S Committee, Disposal of Surplus Properties (Brindley place)				✓	✓			✓			Decision confirmed (following provision of additional information)
02 May 2019, Children's Social Care O&S Committee, Travel Assist Policy for 0-25 Year Old					✓	✓			✓		Decision confirmed
08 April 2019, Resources O&S Committee, Driving Housing Growth - Land Appropriation Report				✓		✓		✓			Decision confirmed
15 February 2019, Co-ordinating O&S Committee, Waste Management - Industrial Action Update					✓	✓		✓			Decision confirmed
05 February 2019, Health and Social Care O&S Committee, Enablement Service					✓	✓		✓			Decision withdrawn by Cabinet member
10 January 2019, Resources O&S Committee, Waste Disposal Contract Interim Arrangement Agreement	✓	✓	✓	✓	✓	✓		✓	✓		Decision confirmed



Call-In Criteria Used for Requests for Call-In (Decisions Not Called-In or Withdrawn)

	1	2	3	4	5	6	7	8	9	10
5 Feb 21, Co-ordinating O&S Committee, Investing in our Future				✓	✓	✓		✓		
3 Feb 21, Education & Children's Social Care O&S Committee, Proposal to Close Hunters Hill College				✓	✓	✓		✓		
29 January 21, Sustainability and Transport O&S Committee, Birmingham Clean Air Zone (CAZ) Update to Cabinet	✓	✓		✓	✓	✓	✓	✓	✓	
29 January 21, Sustainability and Transport O&S Committee, City Centre Public Realm – Phase 1 FBC					✓				✓	
18 February 2020, Health & Social Care O&S Committee Draft Day opportunities Strategy				✓	✓	✓		✓	✓	
25 October 2019, Sustainability & Transport O&S Committee, Workplace Parking Levy				✓	✓	✓	✓	✓		
18 July 2019, Resources O&S Committee, Procurement Strategy to Support the Fleet Replacement Strategy for Waste Management Service				✓	✓	✓			✓	
10 July 2019, Sustainability and Transport O&S Committee, Clean Air Zone: Charging Order				✓		✓				
12 April 2019, Co-ordinating O&S Committee, Waste Management – Commission of an Independent Review of Waste Services	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓
22 February 2019, Sustainability and Transport O&S Committee, CWG Perry Barr Highway Infrastructure - Options Appraisal Report Call-in					✓	✓	✓	✓	✓	
09 January 2019, Children's Social Care O&S Committee, Travel Assist Service					✓	✓		✓	✓	
08 January 2019, Sustainability and Transport O&S Committee, Birmingham Clean Air Zone Submission					✓	✓		✓	✓	



Appendix 3: Proposed Changes

Request for Call In – Pro-forma – proposed amendments

Date:

Please arrange for a meeting of the

O&S Committee

to be called to discuss the following executive decision:

Title:

Taken By:

On:

Reason for request:

Criteria	Yes/No	Brief Explanation
<i>(a) Is the Executive decision within existing policy?</i>		
1. the decision appears to be contrary to the Budget or one of the 'policy framework' plans or strategies	<input type="checkbox"/>	
2. the decision appears to be inconsistent with any other form of policy approved by the full Council, the Executive or the Regulatory Committees	<input type="checkbox"/>	
3. the decision appears to be inconsistent with recommendations previously made by an Overview and Scrutiny body (and accepted by the full Council or the Executive)	<input type="checkbox"/>	
<i>(b) Is the Executive decision well-founded?</i>		
4. the Executive appears to have failed to consult relevant stakeholders or other interested persons before arriving at its decision	<input type="checkbox"/>	
5. the Executive appears to have overlooked some relevant consideration in arriving at its decision	<input type="checkbox"/>	
6. the decision has already generated particular controversy amongst those likely to be affected by it or, in the opinion of the Overview and Scrutiny Committee, it is likely so to do	<input type="checkbox"/>	
7. there is a substantial lack of clarity, material inaccuracy or insufficient information provided in the report to	<input type="checkbox"/>	



allow the Overview and Scrutiny Committee to hold the Executive to account and/or add value to the work of the Council		
<i>(c) Has the Executive decision been properly taken?</i>		
8. the decision appears to give rise to significant legal, financial, governance or propriety issue	<input type="checkbox"/>	
9. the notification of the decision does not appear to have been in accordance with council procedures	<input type="checkbox"/>	



Co-ordinating O&S Committee: Work Programme 2020/21

Chair	Cllr Carl Rice
Deputy Chair	Cllr Kath Scott
Committee Members:	Cllrs: Deirdre Alden, Albert Bore, Debbie Clancy, Liz Clements, Roger Harmer, Penny Holbrook, Mariam Khan, Ewan Mackey, Rob Pocock and Lou Robson
Scrutiny Support:	Emma Williamson, emma.williamson@birmingham.gov.uk

1 Terms of Reference

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

2 Meeting Schedule

Date	Item	Officer contact
29 May 2020 at 10.00 am On-line Meeting	Covid-19 update – Leader of the Council	Rebecca Grant, Cabinet Support Officer
03 July & 24 July 2020 at 10.00 am On-line Meeting	Deputy Leader update: <ul style="list-style-type: none">• Performance monitoring• City Board	Mary Crofton, Cabinet Support Officer
	Cabinet Delegations – referral from Resources O&S Committee	Emma Williamson, Head of Scrutiny Services
18 September 2020 at 10.00 am On-line Meeting	Scrutiny Framework, Committee Remits and Call in	Emma Williamson, Head of Scrutiny Services
09 October 2020 10.00 am	Leader's Update, to include <ul style="list-style-type: none">• Update following BCC Assurance Framework Cabinet Decision (report attached);• Work with other leaders to raise issues at a national level;• Consultation on economic strategy, to include economic impact on city centres and local centres.	Rebecca Grant, Cabinet Support Officer



Date	Item	Officer contact
13 November 2020 at 10.00 am	Digital Inclusion Strategy	Raj Mack, Head of Business Engagement Information, Technology & Digital Services
	Electoral Integrity – Voter ID Pilots	Rob Connelly, Assistant Director, Governance
11 December 2020 at 10.00 am	Exempt Accommodation – Introductory session	Emma Williamson, Head of Scrutiny Services
08 January 2021 at 10.00am	Meeting cancelled	
05 February 2021 at 10.00am	Request for Call-In – Investing in Our Future	Emma Williamson, Head of Scrutiny
Report Deadline: 26 Jan 21	Advance consideration of Business Plan 2021-25	Alan Layton, Head of Finance
12 March 2021 at 10.00am Report Deadline: 03 Mar 21	Draft Scrutiny Framework	Emma Williamson, Head of Scrutiny
	Call-in Process Proposals	Emma Williamson, Head of Scrutiny
16 April 2021 at 10.00am Report Deadline: 07 Apr 21	City of Sanctuary Policy Statement 2018-22 – progress report (tbc)	Bethany Finch, Commissioning Manager, Adults Social Care Directorate

3 Items to be Scheduled

- 3.1 Customer services inquiry tracking report
- 3.2 Citizen engagement – overview
- 3.3 Council Delivery Plan and Performance Framework
- 3.4 Annual Review of Scrutiny Framework (April 2022)

4 Other Meetings

Informal Meetings

30 July 2020	Informal meeting to discuss scrutiny approach to LGA Peer Review
18 September 2020	Informal meeting to discuss customer services inquiry
25 September 2020	Informal meeting to discuss performance framework
20 October 2020	Informal meeting to discuss performance framework and Council Plan
15 December 2020	Informal meeting to discuss proposed protocol for member enquiries
08 January 2021	Informal meeting to discuss scrutiny framework and call-in



21 January 2021 Informal meeting to discuss broadband issues

Call in

05 February 2021 Investing in our Future - What Birmingham City Council needs to do next: 2021 – 2026

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
008403/2021	Everybody's Battle Everybody's Business – Tackling Inequalities	16 Mar 21

6 Scrutiny Reports to City Council

O&S Committee	Report Title	Date for Council
All	Scrutiny Business Report	July 2020
Education & Children's Social Care	Home to School Transport	September 2020
Co-ordinating	Responding to our Customers	November 2020
All	Scrutiny Business Report	December 2020
Housing and Neighbourhoods	Fly-tipping	February 2021
All	Scrutiny Business Report	April 2021
Health and Social Care	Infant Mortality	April 2021
Co-ordinating	Protocol on Member Enquiries	April 2021



Commonwealth Games, Culture & Physical Activity O&S Committee: Work Programme 2020/21

Chair: Cllr Mariam Khan

Deputy Chair: Cllr Alex Aitken

Committee Members: Cllrs: Morriam Jan, John Lines, Zhor Malik, Hendrina Quinnen, Ron Storer and Martin Straker Welds

Officer Support: Acting Group O&S Manager: Ceri Saunders (303 2786)
Scrutiny Officer: Amanda Simcox: (675 8444)
Committee Manager: Louisa Nisbett (303 9844)

1 Terms of Reference

- 1.1 'To fulfil the functions of an Overview and Scrutiny Committee as they relate to any policies, services and activities concerning the Commonwealth Games; arts and culture; libraries and museums; sport; events and physical activity'.

2 Priority Issues and Items to be Scheduled

- 2.1 The following were highlighted at the informal meeting on 8th July 2020 as potential priorities to be followed up through the work programme:
- (a) There is an opportunity for the committee to track the participation of women in sport – a possible place to start would be to invite key women who have achieved in the sporting arena to provide their input to the committee.
 - (b) To continue the work on community engagement already begun, community representatives including possibly representatives from Commonwealth countries could be invited to talk to the committee (remotely) about how we can work together to promote the CWG.
 - (c) Engage with small voluntary and arts organisations on what they would like to see happen/how they can get involved.
- 2.2 Members would like to invite Directors within the Council to future committee meetings to discuss their plans for their Directorate in relation to supporting the Games and the Games legacy. Members will be discussing the Policy Insight and Prevention Directorate at their April 2021 meeting.
- 2.3 The following have been followed up through the work programme:
- (d) There is also an opportunity for committee members to be involved in and influence and shape the £2m ward funding, by working to input to the 'co-design' process to come up with ideas and suggestions about what criteria would work best locally and how to maximise the legacy benefits to the local community. Discussed 7th October 2020.



- (e) Invite Martin Green, who is in charge of the cultural programme to a future committee meeting to discuss the cultural programme with members. Attended 7th October 2020.
- (f) Maximising the benefits for businesses is another strand of work. There is an opportunity for Birmingham businesses to benefit from the trade and tourism investment being developed by the West Midlands Growth Company. Neil Rami, Chief Executive of the WMGC attended the 2nd September 2020 meeting to discuss the investment programme.

3 Meeting Schedule

3.1 Below is the list of committee dates and items. However, Members may want to use some of these dates for other things, such as visits and informal briefings etc.

Date & Time (1.30pm)	Items	Officers / Attendees
8 June 2020 (Online, 2.00pm start)	Impact of COVID -19 on Birmingham Commonwealth Games 2022	Cllr Ian Ward, Leader and Craig Cooper, Commonwealth Games Programme Director
	Update on Cycling in Birmingham	Cllr Waseem Zaffar, Cabinet Member, Transport and Environment and Alison Kennedy, Principal Transport Policy Officer
8 July 2020 (Online Informal Meeting)	Update on the finance available to promote community engagement and citizen involvement and Culture Programme.	Cllr Ian Ward, Leader and Craig Cooper, Commonwealth Games Programme Director, BCC
	Future Work Programme Discussion	
2 September 2020 (Online, 2.15pm) Report Deadline: 24 August 2020	Maximising the benefits of CWG Investment Programme for business in Birmingham	Neil Rami, Chief Executive, West Midlands Growth Company
	The Athletes Village / Perry Barr Regeneration Scheme	Ian Ward, Leader and Jim Hamilton, Capital Programme Director
7 October 2020 Report Deadline: 28 Sep 2020	CWG Cultural Programme	Martin Green, Chief Creative Officer, Birmingham 2022 Commonwealth Games, OC & Symon Easton, Head of Cultural Development
	CWG Community Fund Ward Funding	Cat Orchard, Head of Community Partnerships, Commonwealth Games Project Team and Karen Cheney, Head of Service, Neighbourhood Development and Support Unit (NDSU)



Date & Time (1.30pm)	Items	Officers / Attendees
4 November 2020 Report Deadline: 26 Oct 2020	<p>Delivering Effective Engagement: Birmingham 2022 Host City Programme</p> <p>Craig Cooper, CWG Programme Director, BCC</p> <ul style="list-style-type: none"> What does it mean to be a 'host city'? How we deliver the Games - understanding the role of Birmingham City Council. The City Council's role in delivering effective engagement Upcoming activity. <p>Matt Eagles, Head of Communications, Birmingham 2022 Commonwealth Games</p> <ul style="list-style-type: none"> Games vision and mission recap. Status on engagement. Examples: what we've done, what we're doing and what we would like to do. 	Craig Cooper, CWG Programme Director, BCC and Matt Eagles, Head of Communications, Birmingham 2022 Commonwealth Games
13 January 2021 Report Deadline: 4 Jan 2021	<ul style="list-style-type: none"> Building a Narrative – Update from Commonwealth Games Programme Surveys How to keep Informed and Engaged in the Commonwealth Games Programme – Member Engagement Update 	Eleri Robert, AD, Communications & Rachel Dixon, Stakeholder Engagement Executive, CWG 2020, BCC
3 February 2021 Report Deadline: 25 Jan 2021	<ul style="list-style-type: none"> Future Parks Accelerator Update from The Active Wellbeing Society (TAWs) 	Hamira Sultan, Director for Future Parks Accelerator Paul Moore, AD, Active Places, TAWs, Mark Sears, TAWs and Dean Hill, Sport Birmingham
7 April 2021 Report Deadline: 29 Mar 2021	Policy Insight and Prevention Directorate and the CWG	Jonathan Tew, CWG Legacy Lead & Assistant Chief Executive; Waqar Ahmed, AD, Community Safety and Resilience; Suwinder Bains, Service Lead (Cohesion and Equalities); and Cat Orchard, Head of Community Partnerships, Commonwealth Games Project Team

4 Other Meetings

Call in Meetings



None scheduled

Petitions

None scheduled

Councillor Call for Action requests

None scheduled

It is suggested that the Committee approves Wednesday at 1.30pm 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.

5 Report(s) to City Council

5.1 Community Engagement in CWG - on hold due to Covid 19

Date	Item
2 October 2019 & 6 November 2019	Discuss piece of work to City Council / Executive
January 2020 – March 2020	Evidence Gathering
TBC	Report to City Council / Executive

6 Forward Plan for Cabinet Decisions

6.1 The following decisions, extracted from the Cabinet Office Forward Plan of Decisions, are likely to be relevant to the Commonwealth Games, Culture and Physical Activity O&S Committee's remit.

ID Number	Title	Proposed Date of Decision	Date of Decision
007933/2020	Commonwealth Games Legacy	13 Oct 20	
008015/2020	Commonwealth Games Community Fund and Creative Communities Small Grants Fund	13 Oct 20	13 Oct 20
008016/2020	Commonwealth Games Community Fund Community Celebrations Ward Funding	15 Dec 20	15 Dec 20
005730/2018	Sport and Leisure Transformation – Wellbeing Service	29 Jun 21	
007968/2020	2019 Major Events Review	13 Oct 20	13 Oct 20
008397/2021	Commissioning of Cultural Activities 2021-22	09 Feb 21	09 Feb 21
008299/2021	Indoor Athletics Events - Capital Equipment	09 Feb 21	09 Feb 21
008398/2021	Moseley Road Baths – Outline Business case	16 Mar 21	



Economy & Skills O&S Committee: Work Programme 2020/21

Chair:	Cllr Lou Robson
Deputy Chair:	Cllr Chaman Lal
Committee Members:	Cllrs Nicky Brennan, Maureen Cornish, Zaheer Khan, Simon Morrall, Julien Pritchard and Lucy Seymour-Smith
Officer Support:	Ceri Saunders, Acting Group Overview & Scrutiny Manager (303 2786) Baseema Begum, Scrutiny Officer (303 1668) Errol Wilson, Committee Manager (675 0955)

Due to the Covid-19 lockdown Members have agreed a flexible work programme to be responsive to issues as needed. Areas of work previously highlighted and upcoming areas of interest will need to be prioritised and agreed by the Committee for each meeting in advance wherever possible.

1 Meeting Schedule

Date	What	Officer Contact / Attendees
22nd July 2020 1430 hours Online Meeting Report deadline: 13 th July	Supporting the Economic Recovery Universal Basic Income - Discussion	Paul Faulkner and Raj Kandola, Birmingham Chamber of Commerce; Professor Anne Green, University of Birmingham Rishi Shori, Cabinet Office
23rd September 2020 1000 hours Online Meeting Report deadline: 14 th Sept	Smithfield Masterplan – Update East Birmingham Inclusive Growth Strategy Consultation – Update	Richard Brown, Interim Project Lead and Gary Woodward, Development Planning Manager Mark Gamble, East Birmingham Development Manager



Date	What	Officer Contact / Attendees
7th October 2020 1000 hours Online Meeting Report deadline: 28 th Sept	Impact of Brexit on the City – Update Skills, Training and Employment in the Economic Recovery from Covid-19	Cllr Brigid Jones, Deputy Leader; Lloyd Broad, Head of European Affairs and Ozge Iskit, Brexit Programme Manager Julie Nugent, West Midlands Combined Authority Cllr Jayne Francis, Cabinet Member for Education, Skills and Culture; Ilgun Yusuf, Interim Asst Director, Skills & Employability; Kam Hundal, Employment Manager; Tara Verrell, YEI Project Manager Amarjit Sahota, Culture Change Manager
11th November 2020 **1300 hours** Online Meeting Report deadline: 26 th Oct	City Council Owned Assets Inquiry outline session: Update on Property Strategy Community Asset Transfers and Assets of Community Value	Kathryn James, Assistant Director of Property Chris Jordan, Assistant Director, Neighbourhoods and Karen Cheney, Integrated Services Head, Neighbourhoods
9th December 2020 **1300 hours** Online Meeting Report deadline: 30 th Nov	City Council Owned Assets Inquiry – Evidence Gathering session	Representatives of community groups, SME's and others.
27th January 2021 1000 hours Online Meeting Report deadline: 18 th Jan	City Council Owned Assets Inquiry – Evidence Gathering session	Councillor Ian Ward, Leader Kathryn James, Assistant Director of Property; Philip Andrews, Head of Operational Property Management and Ian Chaplain, Head of Investment Property Management
24th February 2021 **1600 hours** Online Meeting Report deadline: 15 th Feb	The effect of Covid-19 on Birmingham's night-time economy, hospitality, culture and leisure sectors	City Council Support to the Economic Recovery: Councillor Brigid Jones, Deputy Leader; Maria Dunn, Head of Development Policy Representatives of hospitality, leisure, and culture sectors.



Date	What	Officer Contact / Attendees
24th March 2021 1000 hours Online Meeting Report deadline: 15 th Mar	East Birmingham Inclusive Growth Strategy - Consultation Feedback & Next steps (TBC)	Mark Gamble, East Birmingham Development Manager
28th April 2021 1000 hours Online Meeting Report deadline: 19 th Apr	TBC	TBC

2 Further work areas of interest/Work to be programmed

2.1 The following items could be scheduled into the work programme if members wish to investigate further:

- Impact of Brexit on the City – Update (TBC, 2021)
- Careers Advice/Skills working group - future working (TBC, 2021)
- Smithfield Masterplan – Update to be programmed upon finalised contract with Lendlease (TBC, 2021)
- Curzon Public Realm – postponed from the March meeting
- Planning development – early input into review of Birmingham Development Plan. Engaging communities earlier in proposed developments.
- Big City Plan Review consultation
- Tall Buildings Review (part of Birmingham Design Guide)
- Promoting and communicating employment and skills opportunities to residents – postponed from the April meeting
- Youth Unemployment
- SPP guidance in relation to climate change – consultation on building regulations
- Conservation in local areas – supporting heritage and local listings
- Corporate Landlord Model - update
- West Midlands Pension Fund update
- Business Improvement Districts
- Leader's portfolio update



- Cabinet Member for Education, Skills & Culture – portfolio update
- Universal Basic Income
- Update: The effect of Covid-19 on Birmingham's night-time economy, hospitality, culture and leisure sectors (to include input from BIDs) - to be programmed.
- Skills, Training and Employment in the Economic Recovery from Covid-19 – Update (TBC, 2021) including update on the City Council's Apprenticeship Scheme.
- Property services – update to be programmed every 6 months.

3 Other Meetings

Friday 13th November, 2pm, Online – Economic Recovery Strategy Consultation

Wednesday 13th January, 5pm, Online (informal) - City Council Owned Assets Inquiry Working Group

Wednesday 10th February, 4pm, Online (informal) - City Council Owned Assets Inquiry Working Group

Friday 5th March, 3pm, Online (informal) – City Council Owned Assets Inquiry Working Group

Call in Meetings

Conservation Areas Update and Proposals, Wednesday 3rd February, 4.30pm, Online

Petitions

Councillor Call for Action requests

*None
scheduled*

It is suggested that the Committee approve Wednesday at 1000 hours 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.

Contact Officers

Ceri Saunders, Interim Group Overview and Scrutiny Manager, ceri.saunders@birmingham.gov.uk – 0121 303 2786

Baseema Begum, Research & Policy Officer, baseema.begum@birmingham.gov.uk – 0121 303 1668



4 Forward Plan for Cabinet Decisions

The following decisions, extracted from the Cabinet Office Forward Plan of Decisions, are likely to be relevant to the Economy & Skills O&S Committee's remit. **Please note this is correct at the time of publication.**

Reference	Title	Portfolio	Proposed Date of Decision
007109/2020	Using off-site Manufacture to Accelerate Housing Growth – BMHT Programme Report 2020-21	Homes & Neighbourhoods	20 Apr 2021
007884/2020	Proposed Compulsory Purchase Order – Digbeth & Allison Street Birmingham for the Beorma Quarter Development	Leader	20 Apr 2021
008314/2021	Further Consultation on the Parking Supplementary	Leader	20 Apr 2021
008398/2021	Moseley Road Baths – Outline Business case	Leader	20 Apr 2021
005491/2018	Digbeth Public Realm Improvements Full Business Case	Transport & Environment	20 Apr 2021
007686/2020	Historic Environment Supplementary Planning Document	Leader	18 May 2021
008548/2021	Delivery Team for the Enterprise Zone Programme	Leader	18 May 2021
005048/2018	Moor Street Queensway Public Realm Improvements Outline Business Case	Transport & Environment	18 May 2021



Education and Children's Social Care O&S Committee: Work Programme 2020–2021

Chair: Cllr Kath Scott

Deputy Chair: Kerry Jenkins

Committee Members: Cllrs: Mohammed Aikhlaq, Olly Armstrong, Barbara Dring, Charlotte Hodiala, Chauhdry Rashid, and Alex Yip

Education Representatives: Omar Hanif, Parent Governor; Adam Hardy, Roman Catholic Diocese; Rabia Shami, Parent Governor and Sarah Smith, Church of England Diocese

Officer Support: Acting Group O&S Manager: Ceri Saunders (303 2786)

Scrutiny Officer: Amanda Simcox: (675 8444)

Committee Manager: Mandeep Marwaha (303 5950)

1 Terms of Reference

- 1.1 To fulfil the functions of an Overview and Scrutiny Committee as they relate to any policies, services and activities concerning schools and education, the Children's Trust, vulnerable children, corporate parenting and other child social care and safeguarding functions of the council.
- 1.2 The Overview and Scrutiny Committee dealing with education matters shall include in its membership the following voting representatives:
 - a) Church of England diocese representative (one);
 - b) Roman Catholic diocese representative (one); and
 - c) Parent Governor representatives (two).



2 Meeting Schedule

Date & Start	Items	Officers / Attendees
18 June 2020 at 2pm (Online)	Informal Meeting: <ul style="list-style-type: none"> Chair's Update on recent activities and current issues Discussion re: date for and focus of next formal meeting 	
17 July 2020 (Online – start at 11.00)	SEND Home to School Transport Update	Cllr Kate Booth, Cabinet Member Children's Wellbeing Nichola Jones, AD, Inclusion and SEND Mark Hudson, Interim SEND Transport Manager Mark Hanson, Manager Operations, Commissioning and Contracts, SEND and Inclusion Jennifer Lucas, SEND Transport Consultant Paul Robson, SEND Transport Manager
16 September 2020 @ 10am Deadline: 7 Sep 2020	Covid-19 Impact on Schools and Preparations for Return to School in September 2020	Lisa Fraser, AD Education and Early Years and Jaswinder Didially, Head of Service, Education and Skills
	SEND Response to Covid	Nichola Jones, AD Inclusion and SEND and Kate Squires, SEND Locality, Education and Skills
16 October 2020 @ 10am	Informal Meeting: Home to School Transport	



<p>28 October 2020 @ 10am</p> <p>Deadline: 19 Oct 2020</p>	<p>SEND Written Statement of Action (WSOA) Update</p> <p>(Last attended / discussed 11 March 2020)</p>	<p>Cllr Kate Booth, Cabinet Member for Children's Wellbeing, Dr Tim O'Neill, AD, Education and Skills, Rachel O'Connor, Assistant Chief Executive, Birmingham and Solihull CCG and Nichola Jones, AD for Inclusion and SEND (Marie M Dobinson, Project Manager Partnerships)</p>
	<p>Youth Services</p>	<p>Ilgun Yusuf, Acting AD, Skills and Employability, Soulla Yiasouma, Joint Head of Youth Service, Darnish Amraz, Youth Worker and Becky Crampton, Youth Worker</p>
<p>9 December 2020 @ 10am</p> <p>Deadline: 30 Nov 2020</p>	<p>Children's Trust Update</p>	<p>Andrew Christie, Chair and Andy Couldrick, Chief Executive, Children's Trust</p>
	<p>Birmingham Safeguarding Children's Partnership</p>	<p>Penny Thompson, Independent Chair, BSCP and Simon Cross, Business Manager</p>
<p>6 January 2021 @ 2pm</p>	<p>Request for Call-In: Home to School Transport</p>	<p>Cllr Ian Ward, Leader, Cllr Kate Booth, Cabinet Member for Children's Wellbeing & Chris Naylor, Interim Chief Executive</p>
<p>20 January 2021 @ 10am</p> <p>Deadline: 11 Jan 21</p>	<p>Preparation for Adulthood</p> <p>Impact of Integrated Services and its outcomes update/progress from September 2020 launch.</p> <p>Also attending the Health and Social Care O&S Committee on the 16th February 2021.</p>	<p>Dionne McAndrews, AD, Children's Trust, John Williams, AD, Adult Social Care and Caroline Naven, Head of Preparation for Adulthood & Vulnerable Adults</p>
	<p>Attendance and Exclusions</p>	<p>Lisa Fraser, AD Education and Early Years and Alan Michell, Head of School Admissions and Fair Access</p>
<p>03 February 2021 @ 9.30am</p>	<p>Proposal to Close Hunters Hill College</p>	<p>Councillor Jayne Francis, Cabinet Member for Education, Skills and Culture, Councillor Kate Booth, Cabinet Member for Children's Wellbeing, David Bridgman, Head of Special Educational Needs Assessment & Review (SENAR), Jaswinder Didiyal, Head of Service, Education and Skills, Lisa Fraser, AD Education and Early Years, Nichola Jones, AD Inclusion and SEND & Zahid Mahmood, Capital Projects Manager</p>



14 April 2021 @ 10am Deadline: 1 Apr 21 (send out 6 April AM)	Home to School Transport	Cllr Ian Ward, Leader & Cllr Kate Booth, Cabinet Member for Children's Wellbeing (Suman McCartney, CSO) Witnesses who attended the Inquiry evidence gathering session to be invited; and Jane Edgerton, Chief Executive, the Forward Education Trust
	Update on Hunters Hill College – to include details of displaced pupil's placements	Councillor Jayne Francis, Cabinet Member for Education, Skills and Culture, Councillor Kate Booth, Cabinet Member for Children's Wellbeing

3 Items to be Programmed

- 3.1 School Admissions.
- 3.2 Waiting Times for Therapies and the remedial action plan - Birmingham Community Healthcare (BCHC) to also be invited.
- 3.3 The Youth Service to be invited back in the Spring.
- 3.4 The Community Safety Partnership to be invited to the Committee (Cllr Cotton, Cabinet Member for Social Inclusion, Community Safety and Equalities). The Community Safety Partnerships annual report was presented to the Housing and Neighbourhoods O&S Committee on 19th November 2020.
- 3.5 A dedicated piece of joint work with the Corporate Parenting Board, the Committee, working with the Trust, Corporate Parenting Team and Birmingham Children's Partnership. It was agreed at the Committee's meeting on the 9th December 2020 for the Cabinet Member to report back on the conversations and commitments made in relation to how best to engage Members as corporate parents. It was suggested the best time to report back would probably be in the spring next year after it had been discussed by the Corporate Parenting Board.
- 3.6 An update next year on the development of the footprint as a response to the pandemic to provide support to children with mental health, emotional neglect, domestic abuse (early help hubs).
- 3.7 An update on Preparation for Adulthood to be brought back to Scrutiny in 6 – 12 months' time and this should include data that allows for comparison, tracking and monitoring.
- 3.8 Children Missing Education update.
- 3.9 Early Help: Nigel Harvey-Whitten, AD, Children's Services (Commissioning) & Richard Selwyn, Birmingham Children's Partnership

4 Other Meetings

- Call in Meetings:
 - 6th January 2021, Improving Home to School Transport – Decision was called in.



- 3rd February 2021, Proposal to Close Hunters Hill College – Decision was not called in.
- Petitions: None scheduled
- Petitions: None scheduled
- Councillor Call for Action Requests: None scheduled

5 Report to City Council / Pieces of Work

5.1 The Home to School Transport report was debated at City Council on 15th September 2020 and the following motion was agreed:

That the Executive provide an assessment of progress against the outcomes set out above, and the key areas listed in Section 7 in this report, to the Education & Children's Social Care Overview & Scrutiny Committee in March 2021.

That the Chief Executive at Birmingham City Council:

- a) Take steps to ensure that immediate changes will be made to the most pressing issues within the Travel Assist service, including [but not limited to] safeguarding of children, cancelled routes, guide changes, bus lateness, and telephone lines going unanswered;
- b) Commission an external and independent inquiry into the Full Travel Assist Service that fully addresses the concerns laid out by Parents, Carers, Schools and other users of the service as listed in section 7 and listed in paragraph number a.) above, by providing clear recommendations, lines of accountability together with an open and transparent timetable for sustainable improvement;
- c) Commission an external and independent investigation into the assurances that have been given to Members about the safety of the service and the status of improvements at meetings of Overview and Scrutiny, City Council and Audit Committee since January 2020

The investigations referred to in paragraphs b) & c) will report by 1 November 2020.

6 Forward Plan for Cabinet Decisions

6.1 The following decisions, extracted from the Cabinet Office Forward Plan of Decisions, are likely to be relevant to the Education and Children's Social Care O&S Committee's remit.

ID Number	Title	Proposed Date	Date of Decision
007921/2020	Regional Adoption Agency	15 Dec 20	15 Dec 20
008115/2020	Birmingham Children's Trust – Accommodation & Contact Centres	10 Nov 20	10 Nov 20

Cabinet Member for Education, Skills and Culture			
ID Number	Title	Proposed Date	Date of Decision
007494/2020	Mayfield School Conversion from Community School to Academy Status	20 Apr 21	



Cabinet Member for Education, Skills and Culture			
ID Number	Title	Proposed Date	Date of Decision
007918/2020	Erdington Academy School Full Business Case and Contract Award	08 Sep 20	08 Sep 20
007919/2020	Selly Park Girls' School Full Business Case and Contract Award	10 Nov 20	10 Nov 20
007966/2020	Priority School Building Programme for the Relocation of Oscott Manor School to an Alternative Site.	16 Mar 21	
008469/2021	Contract/Arrangement with Children's Trust	09 Feb 21	09 Feb 21
008291/2020	Improving Home to School Transport	15 Dec 20	19 Jan 21
008344/2021	Full Business Case and Recommended Contract Award for the Capital Scheme at Bishop Challoner Catholic College	19 Jan 21	19 Jan 21
008377/2021	Proposal to Close Hunters Hill College	19 Jan 21	19 Jan 21
008394/2021	Birmingham Children and Families Transformation Community Based Early Help System	16 Mar 21	
008400/2021	Proposed Admission Arrangements and Published Admission Numbers for Community and Voluntary Controlled Schools and the Local Authority Coordinated Scheme 2022/2023	09 Feb 21	09 Feb 21
008588/2021	Schools' Capital Programme - School Condition Allocation, Basic Need Allocation 2021-22 + Future Years	16 Mar 21	



Health & Social Care O&S Committee: Work Programme 2020/21

Chair:	Cllr Rob Pocock
Deputy Chair:	Cllr Mick Brown
Committee Members:	Cllrs Debbie Clancy, Diane Donaldson, Peter Fowler, Mohammed Idrees, Ziaul Islam and Paul Tilsley
Officer Support:	Scrutiny Officer: Gail Sadler (303 1901) / Emma Williamson (464 6870) Committee Manager: Errol Wilson (675 0955)

1 Meeting Schedule

Date	Agenda Item	Officer Contact / Attendees
16th June 2020 1400 hours (via Microsoft Teams) Report Deadline: 4 th June	COVID-19 UPDATE <ul style="list-style-type: none"> Cabinet Member for Health and Social Care Implementation of Track and Trace in Birmingham West Midlands Care Association Healthwatch Birmingham 	Councillor Paulette Hamilton; Dr Justin Varney/Elizabeth Griffiths; Debbie Le Quesne/Alison Malik; Andy Cave.
21st July 2020 1400 hours (via Microsoft Teams) Report Deadline: 9 th July	COVID-19 UPDATE 2019/20 End of Year Adult Social Care Performance Monitoring Report	Maria Gavin, Assistant Director, Quality and Improvement, Adult Social Care.
1st September 2020 1400 hours (via Microsoft Teams) Report Deadline: 20 th August	Black Country and West Birmingham CCGs Future Commissioning Intentions Public Health Update <ul style="list-style-type: none"> Triple Zero Strategy – draft presentation on ‘Substance Misuse Data’ previously noted at July meeting. Covid-19 Update Healthwatch Birmingham Annual Report	Pip Mayo, Managing Director for West Birmingham, SWB CCG Dr Justin Varney, Director of Public Health / Elizabeth Griffiths, Assistant Director, Public Health. Andy Cave, Chief Executive Officer, Healthwatch Birmingham



Date	Agenda Item	Officer Contact / Attendees
1st September 2020 1000 hours Committee Rooms 3 & 4 Report Deadline: 20 th August	<u>INFORMAL SESSION</u> Work Programme 2020/21:- <ul style="list-style-type: none"> • Engaging with Citizens and Service Users – Discussion Paper • Public Health • Adult Social Care • Healthwatch Birmingham 	Councillor Rob Pocock June Marshall, Citizen Involvement Manager Dr Justin Varney, Director of Public Health Andy Cave, Chief Executive Officer, Healthwatch Birmingham
6th October 2020 1400 hours Via Microsoft Teams Report Deadline: 24 th September	Day Opportunities Proposals Consultation: Outcome of NDTi Report Investigation Public Health Update Forward Thinking Birmingham Adult Social Care Performance Monitoring	Professor Graeme Betts, Director of Adult Social Care Dr Justin Varney, Director of Public Health Elaine Kirwan, Deputy Chief Nurse, Mental Health Services/FTB Maria Gavin, Assistant Director Quality and Improvement, Adult Social Care
17th November 2020 1400 hours Via Microsoft Teams Report Deadline: 5 th November	Public Health Update Birmingham Substance Misuse Recovery System (CGL) Period Poverty and Raising Period Awareness - Tracking Report	Dr Justin Varney, Director of Public Health Saba Rai, Interim Lead, Universal and Prevention Services, Adult Social Care and Health; Karl Beese, Commissioning Manager, Adult Public Health Services. Councillor Paulette Hamilton, Cabinet Member for Health & Social Care
8th December 2020 1400 hours Via Microsoft Teams Report Deadline: 26 th November	Public Health Update Infant Mortality – Evidence Gathering	Dr Justin Varney, Director of Public Health



Date	Agenda Item	Officer Contact / Attendees
26th January 2021 1000 hours Via Microsoft Teams Report Deadline: 14 th January	Public Health Update Birmingham Safeguarding Adults Board Annual Report Adult Social Care Performance Monitoring Infant Mortality – Evidence Gathering	Dr Justin Varney, Director of Public Health; Helen Jenkinson, Chief Nursing Officer, BSol CCG. Cherry Dale, Independent Chair of the Birmingham Safeguarding Adults Board. Maria Gavin, Assistant Director Quality and Improvement, Adult Social Care
16th February 2021 1000 hours Committee Rooms 3 & 4 Report Deadline: 4 th February	Public Health Update Birmingham Sexual Health Services – Umbrella (UHB) Preparation for Adulthood Petition: Norman Laud Association	Dr Justin Varney, Director of Public Health; Paul Sherriff, BSol CCG Karl Beese, Commissioning Manager, Adult Public Health Services. John Williams, Assistant Director, Adult Social Care / Dionne McAndrew, Assistant Director, Birmingham Children's Trust Councillor Alex Yip; Councillor Paulette Hamilton; John Williams
23rd March 2021 1000 hours Committee Rooms 3 & 4 Report Deadline: 11 th March	Public Health Update Health Inequalities in Birmingham Adult Social Care Performance Monitoring <u>INFORMAL MEETING</u> Draft Infant Mortality Report – Post 8-day rule	Dr Justin Varney, Director of Public Health Councillor John Cotton, Cabinet Member for Social Inclusion, Community Safety & Equalities; Andy Cave, Chief Executive Officer, Healthwatch Birmingham Maria Gavin, Assistant Director Quality and Improvement, Adult Social Care



Date	Agenda Item	Officer Contact / Attendees
27th April 2021 1000 hours Committee Rooms 3 & 4	Cabinet Member for Health and Social Care - Public Health Update.	Councillor Paulette Hamilton, Cabinet Member for Health & Social Care; Dr Justin Varney, Director of Public Health.
Report Deadline: 15 th April	Birmingham Dementia Strategy Refresh	Rhona Woosey, Head of Integration and Long Term Conditions, BSol CCG
	Black Country and West Birmingham CCGs Commissioning Arrangements - Update	Pip Mayo, Managing Director for West Birmingham, SWB CCG

2 Work to be programmed/Further work areas of interest

2.1 The following items could be scheduled into the work programme if members wish to investigate further:

- Adult Social Care Commissioning Strategy (Graeme Betts)
- Ageing Well Programme (Graeme Betts)
- Shared Lives Service Re-Design (Graeme Betts)
- Immunisation and Screening
- Childhood Obesity – Stocktake Report – Dr Justin Varney
- Neighbourhood Working (Joint presentation BSol CCG/BCC)
- Adult Social Care – Self Funders
- Triple Zero Strategy – Outcome of Consultation – Elizabeth Griffiths
- Covid-19 – Update from West Midlands Care Association
- Birmingham Community Healthcare – Public Health Contracts – Elizabeth Griffiths
- Integrated Care Systems (Rachel O'Connor, Assistant Chief Executive of the STP)
- Annual Review of the Adult Social Care Vision & Delivery Plan 2020-2024
- Homeless Health Update
- Period Poverty Tracking Report (July 2021)
- Delayed Transfers of Care/Early Intervention – Citizen Involvement – Balwinder Kaur, AD and June Marshall, Citizen Involvement Manager
- Direct Payments – John Williams, AD and June Marshall, Citizen Involvement Manager
- Plan for Day Opportunities Strategy – John Williams
- Update on the research partnership to evaluate Preparation for Adulthood – John Williams – Date to be agreed.



3 Chair & Committee Visits

Date	Organisation	Contact

4 Inquiry

Title:	Infant Mortality
Lead Member:	Councillor Rob Pocock
Inquiry Members:	Councillors Mick Brown, Debbie Clancy, Diane Donaldson, Peter Fowler, Mohammed Idrees, Ziaul Islam and Paul Tilsley
Evidence Gathering:	8 th December 2020 and 26 th January 2021
Drafting of Report:	February 2021
Report to Council:	13 th April 2021

5 Councillor Call for Action requests



6 Forward Plan for Cabinet Decisions

The following decisions, extracted from the Cabinet Office Forward Plan of Decisions, are likely to be relevant to the Health and Social Care O&S Committee's remit. **Please note this is correct at the time of publication.**

Reference	Title	Portfolio	Proposed Date of Decision
005730/2018	Sport and Leisure Transformation - Wellbeing Service	Health & Social Care	29 June 21
008386/2021	Approval to Extend Contract for the Management of Adult Substance Misuse Treatment and Recovery Service	Health & Social Care	09 Feb 21



7 Joint Birmingham & Sandwell Scrutiny Committee Work

Members	Cllrs Rob Pocock, Mick Brown, Debbie Clancy, Ziaul Islam and Paul Tilsley	
Meeting Date	Key Topics	Contacts
19 th November 2020 @ 2.00pm Sandwell	<p>Sandwell and West Birmingham CCG Primary Care Networks Update</p> <p>Midland Metropolitan Hospital Update</p> <p>Black Country Acute Hospital NHS Trusts Hospital Group Model</p>	<p>Carla Evans, Head of Primary Care; Leon Mallett, Commissioning Transformation Manager</p> <p>David Carruthers, Acting Chief Executive, Sandwell & West Birmingham Hospitals NHS Trust</p> <p>Jayne Salter-Scott; Head of Engagement and Communications, SWB CCG.</p>
18 th February 2021 @ 2.00pm Birmingham Report Deadline: 10 th February MEETING DEFERRED	<p>Delivering Solid Tumour Oncology Cancer Services for Sandwell and West Birmingham Update</p> <p>Population Management Approach to Chronic Kidney Disease (Black Country) and Blood Borne Viruses (Birmingham etc.)</p>	<p>Kieran Caldwell, West Midlands Commissioning Unit, NHS England; David Carruthers, Acting Chief Executive, Sandwell & West Birmingham Hospitals NHS Trust; Andrew Clements, Managing Director, Division 5; Jonathan Brotherton, Executive Chief Operating Officer, UHB NHS Foundation Trust.</p> <p>Kieran Caldwell, West Midlands Commissioning Unit, NHS England</p>



18 th February 2021 @ 2.00pm Birmingham MEETING DEFERRED	Midland Metropolitan University Hospital Update Merger of Provider Trust update (Royal Wolverhampton Trust, Walsall Healthcare Trust and the Dudley Group FT)	David Carruthers, Acting Chief Executive, Sandwell & West Birmingham Hospitals NHS Trust. To be advised
15 th April 2021 @ 2.00pm Birmingham	Delivering Solid Tumour Oncology Cancer Services for Sandwell and West Birmingham Update Population Management Approach to Chronic Kidney Disease (Black Country) and Blood Borne Viruses (Birmingham etc.) Midland Metropolitan University Hospital Update Provider Trust Collaboration Update (Royal Wolverhampton Trust, Walsall Healthcare Trust and the Dudley Group FT)	Kieran Caldwell, West Midlands Commissioning Unit, NHS England; David Carruthers, Acting Chief Executive, Sandwell & West Birmingham Hospitals NHS Trust; Andrew Clements, Managing Director, Division 5; Jonathan Brotherton, Executive Chief Operating Officer, UHB NHS Foundation Trust. Kieran Caldwell, West Midlands Commissioning Unit, NHS England David Carruthers, Acting Chief Executive, Sandwell & West Birmingham Hospitals NHS Trust. Dinah McLannahan Chief Finance Officer, Sandwell and West Birmingham NHS Trust



15 th April 2021 @ 2.00pm Birmingham	Primary Care Networks in Sandwell and West Birmingham Update Diabetic Eye Screening	Carla Evans, Head of Primary Care, SWBCCG David Brown, Senior Commissioning Manager – Public Health, NHSE&I Midlands
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8 Further work areas of interest/Work to be programmed

8.1 The following items could be scheduled into the work programme if members wish to investigate further:

- Local Health Workforce Issues.
- Access to GP Appointments.



9 Joint Birmingham & Solihull Scrutiny Committee Work

Members	Cllrs Rob Pocock, Mick Brown, Diane Donaldson, Peter Fowler and Paul Tilsley	
Meeting Date	Key Topics	Contacts
11 th June 2020 @ 2.00pm Birmingham	<ul style="list-style-type: none"> Restoration of services at University Hospitals Birmingham NHS Foundation Trust (UHB) Birmingham and Solihull STP COVID-19 Service Changes – progress update 	<p>Jonathan Brotherton, Chief Operating Officer, UHB</p> <p>Phil Johns, Deputy Chief Executive, BSol CCG</p>
13 th October 2020 @ 6.00pm Solihull	<ul style="list-style-type: none"> Update on the Restoration and Recovery Plan Urgent Care update 	
16 th December 2020 @ 5.00pm Birmingham	<ul style="list-style-type: none"> Briefing on Birmingham and Solihull STP Wave 2 Update Birmingham and Solihull STP Finance Update 2020/21 Urgent Care Update and NHS 111 First 	<p>Harvir Lawrence, Director of Planning & Delivery, BSol CCG; Ian Sharp, Clinical Lead, Elective Care, UHB; Paul Sherriff, Director of Organisational Development & Partnerships, BSol CCG.</p> <p>Paul Athey, Chief Finance Officer, BSol CCG; David Melbourne, System Finance Lead</p> <p>Helen Kelly, Associate Director of Integration (Urgent Care/Community), BSol CCG</p>
9 th March 2021 @ 6.00pm Solihull	<ul style="list-style-type: none"> Briefing on Birmingham and Solihull STP Wave 2 Update Birmingham and Solihull STP Finance Update 2020/21 Urgent Care Update and NHS 111 First Update 	<p>Harvir Lawrence, Director of Planning & Delivery, BSol CCG.</p> <p>Paul Athey, Chief Finance Officer, BSol CCG; David Melbourne, System Finance Lead.</p> <p>Helen Kelly, Associate Director of Integration (Urgent Care/Community), BSol CCG</p>



TO BE SCHEDULED	<ul style="list-style-type: none">• Update on the implementation of Phase 3 treatment policies• Update on future QIPP plans• Long Term Plan / Integrated Care Systems / Sustainability Transformation Partnership• NHS Birmingham & Solihull Health App	Paul Jennings, Chief Executive, BSol CCG
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Housing and Neighbourhoods O&S Committee: Work Programme 2020/21

Chair:	Councillor Penny Holbrook
Deputy Chair:	Councillor Mahmood Hussain
Committee Members:	Councillors Deirdre Alden, Marje Bridle, Roger Harmer, Shabrina Hussain, Mary Locke, Ken Wood
Officer Support:	Scrutiny Team: Emma Williamson (464 6870) and Jayne Bowles (303 4810) Committee Manager: Mandeep Marwaha (303 5950)

1 Meeting Schedule

Date	Item	Officer Contact / Attendees
25 June 2020 1400 hours Deadline for reports: 16 June	Impact of Covid-19 on: <ul style="list-style-type: none"> Parks Homelessness Bereavement Services 	Cllr John O'Shea, Cabinet Member for Street Scene and Parks/Darren Share, AD, Street Scene/Julie Griffin, Acting AD, Housing/Paul Lankester, Interim AD, Regulation and Enforcement
30 July 2020 1400 hours Deadline for reports: 21 July	Update on Article 4	Uyen-Phan Han, Planning Policy Manager
	Update on Unauthorised Encampments	Mark Croxford, Head of Environmental Health
24 September 2020 1400 hours Deadline for reports: 15 September *Meeting cancelled*		
22 October 2020 1400 hours Deadline for reports: 13 October *Meeting cancelled*	Annual Report of the Community Safety Partnership	Cllr John Cotton, Cabinet Member for Social Inclusion, Community Safety and Equalities/Marcia Wynter, Cabinet Support Officer
	Update on Public Space Protection Orders	
	Performance Monitoring	Mira Gola, Head of Business Improvement and Support



19 November 2020 1400 hours Deadline for reports: 10 November	Performance Monitoring	Mira Gola, Head of Business Improvement and Support
	Annual Report of the Community Safety Partnership	Cllr John Cotton, Cabinet Member for Social Inclusion, Community Safety and Equalities/Marcia Wynter, Cabinet Support Officer
	Update on Public Space Protection Orders	
17 December 2020 1400 hours Deadline for reports: 8 December	Housing in Tower Blocks	Julie Griffin, Acting AD, Housing
	HMOs – Planning Enforcement	James Wagstaff, Head of Enforcement
21 January 2021 1400 hours Deadline for reports: 12 January	Petition – Handsworth Cemetery	Paul Lankester, Interim AD, Regulation and Enforcement
	Performance Monitoring	Mira Gola, Head of Business Improvement and Support
25 February 2021 1400 hours Deadline for reports: 16 February	Update on Localisation	Cllr Sharon Thompson, Cabinet Member for Homes and Neighbourhoods/Chris Jordan, AD, Neighbourhoods
25 March 2021 1400 hours Deadline for reports: 16 March	Reducing Fly-tipping – progress report (<i>details tbc</i>)	Jon Lawton, Cabinet Support Officer/Darren Share, AD, Street Scene
22 April 2021 1400 hours Deadline for reports: 13 April	Performance Monitoring	Mira Gola, Head of Business Improvement and Support

2 Items to be programmed

- 2.1 Housing Repairs and Maintenance Contracts
- 2.2 HLBs / Tenant Engagement
- 2.3 Begging (numbers, causes and effects)
- 2.4 Housing Options Update
- 2.5 CCTV policy
- 2.6 Bereavement Services Strategy

3 Outstanding Tracking

Inquiry	Outstanding Recommendations



4 Other Meetings

Inquiry – Reducing Fly-tipping

23 July 2020 – Informal evidence-gathering with Cabinet Member and Officers
10 August 2020 – Informal session with London Borough of Barking & Dagenham
29 September 2020 – Informal session with Nottingham City Council
5 November 2020 – Informal session to agree conclusions and recommendations
9 December 2020 – Informal session with Cabinet Member to discuss draft report and recommendations

Call in Meetings

None scheduled

Petitions

None scheduled

Councillor Call for Action requests

None scheduled

It is suggested that the Committee approves Thursday at 2.00pm 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.

5 Forward Plan for Cabinet Decisions

The following decisions, extracted from the Cabinet Office Forward Plan of Decisions, are likely to be relevant to the Housing and Neighbourhoods O&S Committee's remit.

Cabinet Member for Homes and Neighbourhoods		
007291/2020	Contract Strategy for the Provision of Responsive Repairs and Maintenance Services, Gas Servicing and Capital Improvement Work Programmes for 2022-2024	16 Mar 21
007997/2020	Building Birmingham – BMHT Highgate Road Development	18 May 21
Cabinet Member for Street Scene and Parks		
008329/2021	Future Parks Accelerator Programme – Notification of Extension	16 Mar 21
007349/2020	Waste Vehicle Replacement Programme	18 May 21



Leader		
008294/2021	Building New Homes – Gressel Lane with energy saving technologies	16 Mar 21
008307/2021	Perry Barr Regeneration Scheme – Full Business Case Update	20 Apr 21



Resources O&S Committee: Work Programme 2020/21

Chair	Councillor Sir Albert Bore
Deputy Chair	Councillor Lisa Trickett
Committee Members:	Councillors Muhammad Afzal, David Barrie, Meirion Jenkins, Yvonne Mosquito, Brett O'Reilly and Paul Tilsley
Committee Support:	Scrutiny Team: Emma Williamson (464 6870) and Jayne Bowles (303 4810) Committee Manager:

1 Meeting Schedule

Date	Item	Officer contact
18 June 2020 1430 hours Deadline for reports: 9 June	Financial Outturn 2019/20	Rebecca Hellard, Interim Chief Finance Officer
	Birmingham Children's Trust Outturn 2019/20	Andy Couldrick, Chief Executive/Andrew Christie, Chair, Birmingham Children's Trust
	Budget Implications of Covid-19 Activity	Rebecca Hellard, Interim Chief Finance Officer
23 July 2020 1200 hours Deadline for reports: 14 July	Quarter 1 Financial Outturn 2020/21	Rebecca Hellard, Interim Chief Finance Officer
	Neighbourhoods Directorate (deferred)	Rob James, Acting Director, Neighbourhoods/Darren Share, AD, Street Scene
10 September 2020 1300 hours Deadline for reports: 1 September	Neighbourhoods Directorate	Rob James, Acting Director, Neighbourhoods/Julie Griffin, Acting AD, Housing/Darren Share, AD, Street Scene
	CWG Athletes Village	Rebecca Hellard, Interim Chief Finance Officer/Craig Cooper, Programme Director, CWG/Guy Olivant, Major Developments Lead
	Financial Monitoring 2020/21 – Month 4	Rebecca Hellard, Interim Chief Finance Officer



15 October 2020 1400 hours Deadline for reports: 6 October	Financial Monitoring 2020/21 – Month 5	Rebecca Hellard, Interim Chief Finance Officer
	In-Reach – Financial Issues	Colette McCann, Head of Housing Development/Aniekan Umoren, Interim AD Housing Development
12 November 2020 1000 hours Deadline for reports: 3 November	Financial Monitoring 2020/21 – Quarter 2/Month 6	Rebecca Hellard, Interim Chief Finance Officer
	Medium Term Financial Plan Refresh	
10 December 2020 1400 hours Deadline for reports: 1 December	Financial Monitoring 2020/21 – Month 7 School Deficits Risk Issues around Commercial Property	Rebecca Hellard, Interim Chief Finance Officer/Sara Pitt, AD, Service Finance
14 January 2021 1400 hours Deadline for reports: 5 January	Financial Monitoring 2020/21 – Month 8	Rebecca Hellard, Interim Chief Finance Officer
	CIPFA “deep dive” review – Neighbourhoods Directorate	Rebecca Hellard, Interim Chief Finance Officer/Rob James, Acting Director, Neighbourhoods
11 February 2021 1400 hours Deadline for reports: 2 February	Financial Monitoring 2020/21 – Quarter 3/Month 9	Rebecca Hellard, Interim Chief Finance Officer
	Engagement of Agency Workers, Consultants and Interims	Jon Lawton, Cabinet Support Officer/Tim Normanton, AD, HR (Acting)
11 March 2021 1400 hours Deadline for reports: 2 March	Financial Monitoring 2020/21 – Month 10	Rebecca Hellard, Interim Chief Finance Officer
8 April 2021 1400 hours Deadline for reports: 30 March		

2 Items to be programmed

- 2.1 Planned Procurement Activities Report to be a standing item on all meeting agendas
- 2.2 CityServe – Review *(due to go to Cabinet in April)*



2.3 Perry Barr Regeneration Scheme - Full Business Case Update (*due to go to Cabinet in April*)

3 Other Meetings

Call in

25 August 2020	Birmingham Clean Air Zone (CAZ): Implementation of Main CAZ Infrastructure – Civil Engineering and Cameras Solution – Full Business Case (FBC)	Called in
8 February 2021	Provision of Legal Advice for the Birmingham Smithfield Development Increase in Call Off Contract Value	Called in

Petitions

None scheduled

Councillor Call for Action requests

None scheduled

4 Forward Plan for Cabinet Decisions

008597/2021	Draw Down of Monies from Budget for Early Help Interim Funding	16 Mar 21
008576/2021	Outturn Report 2020-21	18 May 21

Leader		
008321/2021	Recommendation Regarding Tenders for the Sale of Various Land and Property Interests, Birmingham	16 Mar 21
008304/2021	Covid-19 Economic Recovery Strategy	16 Mar 21
008307/2021	Perry Barr Regeneration Scheme – Full Business Case Update	20 Apr 21

Cabinet Member for Finance and Resources		
007787/2020	Procurement Strategy for supply of non-permanent workers & permanent recruitment solutions	16 Mar 21
008590/2021	Revised Full Business Case for the Future Delivery of the Council's Finance & HR Systems	16 Mar 21
007223/2020	Cityserve – Review	20 Apr 21
008504/2021	Refurbishment and conversion of the former Youth Court to relocate the Coroners Service	20 Apr 21
008616/2021	Contract Extension – Civil Parking Enforcement Services (P129)	20 Apr 21

Cabinet Member for Street Scene and Parks		
007349/2020	Waste Vehicle Replacement Programme	18 May 21

Cabinet Member for Transport and Environment		
006832/2019	Highway Maintenance and Management PFI Contract	16 Mar 21
008501/2021	Highway Maintenance and Management PFI Contract	20 Apr 21



Sustainability & Transport O&S Committee: Work Programme 2020/21

Chair:	Cllr Liz Clements
Deputy Chair:	Cllrs Olly Armstrong
Committee Members:	Cllrs Muhammad Afzal, Zaker Choudhry, Eddie Freeman, Julie Johnson, Josh Jones, and Timothy Huxtable.
Officer Support:	Ceri Saunders, Acting Group Overview & Scrutiny Manager (303 2786) Scrutiny Officer: Baseema Begum (303 1668) Committee Manager: Louisa Nisbett (303 9844)

Due to changes to Committee meetings due to the Covid-19 lockdown the following dates are proposed for the 2021/22 municipal year. Areas of work previously highlighted and upcoming areas of interest are listed and have been scheduled as agreed by the Chair. Further areas of work will need to be prioritised and agreed by Members for each meeting in advance wherever possible.

1 Meeting Schedule

Date	What	Officer Contact / Attendees
8th July 2020 1400 hours Online Meeting Report Deadline: 29th June	Climate Change Emergency Update	Maria Dunn, Head of Development Policy;
	Emergency Birmingham Transport Plan - Update	Phil Edwards, Assistant Director, Transport & Connectivity and Mel Jones, Head of Transport Planning and Network Strategy
	Highways Management and Maintenance PFI update	Domenic De Bechi, PFI Contract Manager and Kevin Hicks, Assistant Director, Highways & Infrastructure
	Local Engineering Service re-design	Kevin Hicks, Assistant Director, Highways & Infrastructure and Ravinder Sahota, Local Highways Services Manager



Date	What	Officer Contact / Attendees
30th September 2020 1400 hours Online Meeting Report Deadline: 21 st Sept	Discussion on the Council's Climate Emergency Declaration Waste Disposal Contract – Verbal Update Tracking – Plastic Free Birmingham Inquiry Air Quality Action Plan Consultation	Committee discussion Cllr John O'Shea, Cabinet Member for Street Scene and Parks; Darren Share, Assistant Director Street Scene Darren Share, Assistant Director Street Scene Mark Wolstencroft, Operations Manager Environmental Protection
21st October 2020 1400 hours Online Meeting Report Deadline: 12 th Oct	Parking Enforcement Update on Emergency Birmingham Transport Plan schemes School Streets Pilot Project Update E-Scooters Update	Kevin Hicks, Assistant Director, Highways & Infrastructure and Stacey Ryans, Parking Services Manager Mel Jones, Head of Transport Planning and Network Strategy/Joe Green, Travel Demand Manager Joe Green, Travel Demand Manager Ioanna Moscholidou, Transport and Connectivity and John Myatt, Transport Planning & Investment Manager
18th November 2020 1400 hours Online Meeting Report Deadline: 9 th Nov	Emergency Active Travel Fund Update on Transport Schemes for the Commonwealth Games	Phil Edwards, Assistant Director, Transport & Connectivity and Mel Jones, Head of Transport Planning and Network Strategy Andy Middleton, Andy Everest, BCC Anne Shaw and Sandeep Shingadia, TfWM



Date	What	Officer Contact / Attendees
16th December 2020 1400 hours Online Meeting Report Deadline: 7 th Dec	Cabinet Member for Transport & Environment Portfolio Update Transport Capital Investment Clean Air Zone progress update Climate Emergency Action Plan update	Rose Horsfall, Cabinet Support Officer Phil Edwards, Assistant Director, Transport & Connectivity Stephen Arnold, Head of Clean Air Zone Ian MacLeod, Interim Director, Inclusive Growth and Maria Dunn, Head of Development Policy
20th January 2021 1400 hours Online Meeting Report Deadline: 11 th Jan	Clean Air Discussion: - <ul style="list-style-type: none"> Progress on action plan to tackle air pollution at New St Station Feedback from Air Quality Action Plan consultation Clean Air Strategy – Discussion on tackling air pollution across the city 	Professor John Thornes, University of Birmingham; Azhar Quaiyoom, Network Rail; West Midlands Rail Executive and Train Operators Mark Wolstencroft, Operations Manager Environmental Protection
17th February 2021 1400 hours Online Meeting Report Deadline: 8 th Feb	Future Parks Accelerator project Update on Waste Disposal Procurement Smithfield Masterplan: sustainability, carbon footprint and transport connections	Cllr John O'Shea, Cabinet Member for Street Scene and Parks; Hamira Sultan, Consultant in Public Health and Future Parks Accelerator Director and Nick Grayson, Green City Manager Cllr John O'Shea, Cabinet Member for Street Scene and Parks John Myatt, Transport Planning & Investment Manager and Hannah Willetts, Head of Curzon and Enterprise Zone Development
17th March 2021 1400 hours Online Meeting Report Deadline: 8 th March	Flood Risk and Management Annual Report Active Travel Fund - Tranche 2 measures (TBC)	Kevin Hicks, Assistant Director, Highways & Infrastructure; Hannah Hogan, Flood Risk Manager Mel Jones, Head of Transport Planning and Network Strategy/Joe Green, Travel Demand Manager



Date	What	Officer Contact / Attendees
21st April 2021 1400 hours Online Meeting Report Deadline: 12 th April	Commonwealth Games Sustainability Strategy (TBC) Cabinet Member for Transport & Environment – Annual report	TBC Rose Horsfall, Cabinet Support Officer

2 Further work areas of interest/Work to be programmed

2.1 The following items could be scheduled into the work programme if members wish to investigate further:

- Implementation of the climate change action plan (TBC)
- Tracking – Birmingham Tree Policy Inquiry Report (previously tracked in November 2019)
- Travel Demand Management (including traffic management issues)
- Managing Developments & Events, (Including transport technology & data)
- Sustainable Energy and the Veolia Contract - *5-year contract extension (terms & exit strategy)
- Tracking – Plastic Free Birmingham Inquiry (September 2021 TBC)
- Highways Management & Maintenance PFI – update (TBC)
- Update on the Clean Air Strategy (to include an update on engagement work with schools)

3 Other Meetings

3.1 Members have previously received a private briefing on the Waste Disposal Contract.

Call in Meetings

Birmingham Clean Air Zone (CAZ) Update to Cabinet on Digital and Physical Infrastructure Development, Air Quality Monitoring and Income and Expenditure Forecast; Friday 29th January, 10am, Online

City Centre Public Realm – Phase 1 Full Business Case; Friday 29th January, 10am, Online

Petitions

*None
scheduled*

Councillor Call for Action requests



None
scheduled

It is suggested that the Committee approve Wednesday at 1400 hours 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.

Contact Officers

Ceri Saunders, Acting Group Overview and Scrutiny Manager, ceri.saunders@birmingham.gov.uk – 0121 303 2786

Baseema Begum, Research & Policy Officer, baseema.begum@birmingham.gov.uk – 0121 303 1668

4 Forward Plan for Cabinet Decisions

The following decisions, extracted from the Cabinet Office Forward Plan of Decisions, are likely to be relevant to the Sustainability & Transport O&S Committee's remit. **Please note this is correct at the time of publication. Highlighted rows show a change to the previously listed cabinet proposed date.**

Reference	Title	Portfolio	Proposed Date of Decision
008294/2021	Building New Homes – Gressel Lane with energy saving technologies	Leader	16 Mar 2021
008304/2021	Covid-19 Economic Recovery Strategy	Leader	16 Mar 2021
008305/2021	Major Modifications to the 'Development Management in Birmingham' Development Plan Document	Leader	16 Mar 2021
008329/2021	Future Parks Accelerator Programme – Notification of Extension	Street Scene & Parks	16 Mar 2021
006832/2019	Highway Maintenance and Management PFI Contract	Transport & Environment	16 Mar 2021
007750/2020	HS2 Curzon Station Integrated Metro Stop	Transport & Environment	16 Mar 2021
008192/2021	Contribution to Decarbonising Construction of HS2 - Approval to accept Grant and Full Business Case	Transport & Environment	16 Mar 2021
008401/2021	A457 Dudley Road Improvement Revised Scheme – Western Road Junction Full Business Case	Transport & Environment	16 Mar 2021
008402/2021	A457 Dudley Road Improvement Revised Scheme Full Business Case	Transport & Environment	16 Mar 2021
008307/2021	Perry Barr Regeneration Scheme – Full Business Case Update	Leader	20 Apr 2021
007884/2020	Proposed Compulsory Purchase Order – Digbeth & Allison Street Birmingham for the Beorma Quarter Development	Leader	20 Apr 2021
007926/2020	Snow Hill Station Regeneration – Strategic Outline Business Case	Leader	20 Apr 2021



008307/2021	Perry Barr Regeneration Scheme – Full Business Case Update	Leader	20 Apr 2021
008314/2021	Further Consultation on the Parking Supplementary Planning Document	Leader	20 Apr 2021
005491/2018	Digbeth Public Realm Improvements Full Business Case	Transport & Environment	20 Apr 2021
008501/2021	Highway Maintenance and Management PFI Contract	Transport & Environment	20 Apr 2021
007686/2020	Historic Environment Supplementary Planning Document	Leader	18 May 2021
005048/2018	Moor Street Queensway Public Realm Improvements Outline Business Case	Transport & Environment	18 May 2021
008531/2021	Highways and Infrastructure: Footway Crossings Policy and Information for Applicants	Transport & Environment	18 May 2021

