



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

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| Chair | Cllr Carl Rice |
| Deputy Chair | Cllr Liz Clements |
| Committee Members: | Cllrs: Mohammed Aikhlaq, Deirdre Alden, Mick Brown, Debbie Clancy, Liz Clements, Roger Harmer, Penny Holbrook, Mariam Khan, Narinder Kaur Kooner, Ewan Mackey and Saima Suleman |
| Scrutiny Support: | Emma Williamson, emma.williamson@birmingham.gov.uk |

1 Terms of Reference

Co-ordinating Overview and Scrutiny Committee

- 1.1 To plan and co-ordinate the work of all the Overview & Scrutiny Committees. To fulfil the functions of an Overview and Scrutiny Committee as they relate to any policies, services and activities concerning governance (including transparency, regional working and partnerships): citizens (including communications and public engagement); performance; customer services; social cohesion; equalities and emergency planning.
- 1.2 These functions include:
 - a) giving such guidance to the Overview and Scrutiny Committees in any cases of uncertainty, as to work which they should or should not be undertaking, as may be necessary to achieve such co-ordination, including the allocation of "call-in" to the appropriate Committee;
 - b) determining, in any cases of uncertainty, the allocation of responsibility for specific tasks between the Overview and Scrutiny Committees;
 - c) ensuring (by means, for example, of issuing appropriate guidance and/or instructions) that the Overview & Scrutiny Committees pay proper attention in their work to the consideration of key cross cutting issues, in particular equalities, transparency and improvement;
 - d) publishing each year an Annual Programme of major scrutiny inquiries as suggested by individual Overview and Scrutiny Committees following consideration of the Council Plan and priorities;
 - e) agreeing the establishment of any task & finish groups; and
 - f) considering overview and scrutiny development, working practices and constitutional arrangements.



2 Meeting Schedule

| Date | Item | Officer contact |
|---|--|--|
| 18 June 2021 at 10.00 am On-line Informal Meeting | Leader of the Council Work Programme | Rebecca Grant, Cabinet Support Officer |
| 09 July 2021 10.00 am On-line Informal Meeting | Update from CIPFA on Financial Management capability (Cllr Tristan Chatfield, Cabinet Member for Finance & Resources) Review of the Birmingham Business Charter for Social Responsibility | Jon Lawton, Cabinet Support Officer Rokneddin Shariat, Procurement Strategy and Development Mgr |
| 10 September 2021 10.00 am | Update from Cabinet Member on equalities and social cohesion City of Sanctuary Policy Statement 2018-22 – progress report | Marcia Wynter, Cabinet Support Officer Bethany Finch, Commissioning Manager |
| 24 September 2021 10.00 am Informal Meeting | Exempt Accommodation Inquiry Session | |
| 15 October 2021 10.00 am | Deputy Leader update <ul style="list-style-type: none"> • Customer services • Council Performance Plan • Digital inclusion / on-going broadband work | Mary Crofton, Cabinet Support Officer |
| 12 November 2021 10.00 am | Future Parks Accelerator - City of Nature (tbc) <i>Discussion of draft exempt accommodation report (informal)? TBC</i> | Hamira Sultan, Consultant Public Health Parks & Neighbourhoods |
| 10 December 2021 10.00 am | Electoral Update | Rob Connelly, Assistant Director, Governance |
| 21 January 2022 10.00am | Budget 2022 – advance consideration | Lisa Taylor, Head of City Finance |
| 18 February 2022 10.00am | | |
| 11 March 2021 10.00am | | |



| Date | Item | Officer contact |
|--------------------------|-------------------------------------|--|
| 08 April 2021 10.00am | Annual Review of Scrutiny Framework | Emma Williamson, Head of Scrutiny Services |

3 Items to be Scheduled

- 3.1 Citizen engagement – overview
- 3.2 Covid-19 – review
- 3.3 Planning enforcement

4 Other Meetings

Informal Meetings

Call in

None scheduled

Petitions

None scheduled

Councillor Call for Action requests

None scheduled

5 Forward Plan

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

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

6 Scrutiny Reports to City Council

| O&S Committee | Report Title | Date for Council |
|-----------------------------|--------------------------|------------------|
| All | Scrutiny Business Report | September 2021 |
| Co-ordinating O&S Committee | Exempt accommodation | December 2021 |
| All | Scrutiny Business Report | December 2021 |
| All | Scrutiny Business Report | March 2022 |

