

OVERVIEW AND SCRUTINY PERFORMANCE BOARD 6 SEPTEMBER 2023

SCRUTINY CHAIRMEN (AND LEAD MEMBER) UPDATE, WORK PROGRAMME AND CABINET FORWARD PLAN

Summary

1. Members of the Overview and Scrutiny Performance Board (the Board) are asked to provide feedback on the work within their Scrutiny remit, Panels and Task Groups. This should include suggestions for Work Programmes (including Task Groups) and items to be considered from the latest Cabinet Forward Plan.

Member Updates

2. In order to ensure that Members of the Board are fully informed about issues relating to scrutiny in Worcestershire, communication between Members is essential.
3. Members of the Board are therefore invited to feedback on recent Scrutiny meetings (including performance and budget monitoring), Task Groups and emerging issues and developments within their remit. Regard for the Council's statutory requirements in relation to access to information will be critical.
4. Board Members' areas of responsibility are as follows:
 - Adult Care and Well Being Overview and Scrutiny Panel – Shirley Webb
 - Children and Families Overview and Scrutiny Panel – Steve Mackay
 - Corporate and Communities Overview and Scrutiny Panel – Emma Stokes
 - Economy Overview and Scrutiny Panel – Matt Dormer
 - Environment Overview and Scrutiny Panel – Alastair Adams
 - Health Overview and Scrutiny Committee (HOSC) – Brandon Clayton
 - Crime and Disorder – Richard Udall
5. To assist in their role, scrutiny lead members have the benefit of regular briefings from the Directorates they are shadowing, something which was put into place by the Strategic Leadership Team (SLT). These briefings, alongside the Forward Plan (see below), can be used to help identify any emerging issues that may be appropriate for future scrutiny. Recognising that work across the County Council is of interest and value to all Board members, the notes from these briefings (where produced) are available to all members electronically.

Work Programme

6. From time to time the Board will review its work programme and consider which issues should be investigated as a priority.

7. Worcestershire County Council has a rolling annual Work Programme for Overview and Scrutiny, which is agreed by Council on an annual basis. The last programme was agreed on 18 May 2023.
8. The Board is asked to consider its 2023 Work Programme (attached at Appendix 1) and agree whether any amendments are needed.
9. The main responsibilities of the Board are:
 - Commissioning work for Scrutiny Panels
 - Establishing Scrutiny Task Groups (agreeing Terms of reference and Reports)
 - Advising on Council's Policy Framework ie Sustainable Community Strategy (if any), Corporate Plan, Children and Young People's Plan, Local Transport Plan, Youth Justice Plan, 'Act Local in Worcestershire' framework, such other plans and strategies as required by law to form part of the Policy Framework or which may be and have been adopted to be part of that Framework eg Corporate Plan, Budget
 - Call-ins
 - Designated by the Council as its statutory Crime and Disorder Committee and must meet at least annually.
10. The Board agreed to use a set of criteria (listed below) to help determine its scrutiny programme. A topic does not need to meet all of these criteria to be scrutinised, but they are intended as a guide for prioritisation.
 - Is the issue a priority area for the Council?
 - Is it a key issue for local people?
 - Will it be practicable to implement the outcomes of the scrutiny?
 - Are improvements for local people likely?
 - Does it examine a poor performing service?
 - Will it result in improvements to the way the Council operates?
 - Is it related to new Government guidance or legislation?
11. The Board may also wish to consider any suggestions put forward for Scrutiny Task Groups using the criteria set out in paragraph 10.

Cabinet Forward Plan

12. The Board will wish to consider any issues arising from the Council's Forward Plan. The latest version of the Plan available at the time of Agenda despatch is included (as Appendix 2) for consideration.

Purpose of the Meeting

13. Members of the Board are asked to feedback on:
 - the work within their Scrutiny remit, Panels and Task Groups;
 - key issues from the Directorate that may be appropriate for future scrutiny;
 - performance information they have queries or concerns about;
 - any issues to be added to the Work Programme;

- any suggestions for Scrutiny Task Groups;
- items in the Forward Plan which they consider may be possible issues to scrutinise; and
- any other issue which they feel is relevant/of interest to the OSPB.

Supporting Information

- Appendix 1: OSPB 2023/24 Work Programme
- Appendix 2: Forward Plan [Forward Plan 2023](#)

Contact Point for the Report

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Background Papers

In the opinion of the proper officer (in this case the Assistant Director for Legal and Governance (and Monitoring Officer) there are no background papers relating to the subject matter of this report:

[All agendas and minutes are available on the Council's website.](#)