



Overview & Scrutiny Committee	Agenda Item
8 March 2024	14

Title:	O&S Committee Draft Work Programme
Report of:	Anne Gardiner
Lead Member:	Cllr Edna Murphy
Public Report:	Yes
Key Decision:	NA
Voting Arrangements:	Majority of members present

Recommendations:	
A	The Committee is requested to note the draft work programme for the municipal year 2024/25 as shown at Appendix 1 and discuss items for the work programme.
B	The Committee is requested to note the proposed induction session on the 18 th June and the work programming/ways of working workshop scheduled for 17 th June.

1. Purpose	
1.1	Discuss the draft work programme and suggest items to be added for future meetings.

2. Proposal	
2.1	The Committee review the work programme at Appendix 1 for comments and approval for the municipal year 2024/25.
2.2	Committee to note that in response to member feedback that a new report template will be introduced at the first meeting in the new municipal year which will be more focused towards scrutiny requirements and will provide the information needed by members in a succinct manner.
2.3	Committee to note the proposal that the first informal session for the Committee be used as a ways of working/work programming workshop on the 18 th June following a strategic scrutiny induction session arranged for the 17 th June.

3. Background	
3.1	In accordance with the Constitution, the Overview & Scrutiny Committee is responsible for setting its own work programme.

	<p>In considering items for their work programme the Committee are requested to take into account the guidance published by the Centre for Governance and Scrutiny (CfGS) 'Overview and scrutiny in combined authorities: a plain English guide' (Second Edition) which states:</p> <p>“That where the Committee takes a rigorous approach to prioritising its work, and only placing items on the work programme where they will clearly add value, and where they relate to scrutiny’s role, the work programme will reflect that exercise.”</p> <p>That guidance continues with a section on approaches to shortlisting topics which states when shortlisting topics these “should reflect scrutiny’s overall role in the authority. This will require the development of bespoke, local solutions, however when considering whether an item should be included in the work programme”. The kind of questions a scrutiny committee should consider, therefore, might include:</p> <ul style="list-style-type: none"> • Do we understand the benefits scrutiny would bring to this issue? • How could we best carry out work on this subject? • What would be the best outcome of this work? • How would this work engage with the activity of the executive and other decision-makers, including partners? <p>Given the above guidance it is clear that the Committee should plan and manage their activities effectively in order to ensure that there is ongoing development of the overview and scrutiny function. A key tenet of making improvements is to focus upon topic selection and produce more robust work programmes to underpin improved ways of working taking a realistic account of the resources available. Ultimately, Overview and Scrutiny Members will want to be in the position of exerting a proactive and positive influence upon what the Combined Authority does in practice.</p> <p>While an agreed work programme will assist in managing committee activity, it should be recognised that unforeseen matters will arise from time to time that will affect Members’ ability to achieve the goals within an overall work programme.</p>
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4. Appendices

4.1	Appendix A – O&S Draft Work Programme 2024 - 2025
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5. Implications

Financial Implications	
5.1	There are no direct financial implications anticipated with these proposals.
Legal Implications	
6.1	None
Public Health Implications	
7.1	None
Environmental & Climate Change Implications	
8.1	None
Other Significant Implications	
9.1	None

Background Papers	
10.1	None