

# Overview and Scrutiny Committee

<b>Date:</b>	Thursday 25 July 2024
<b>Classification:</b>	General Release
<b>Title:</b>	<b>2024/2025 Work Programme</b>
<b>Report of:</b>	Head of Governance and Councillor Liaison
<b>Wards Involved:</b>	All
<b>Policy Context:</b>	All
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## 1. Executive Summary

1.1 This report asks the Overview Scrutiny Committee (“the Committee”) to review its work programme and discuss any new topics for scrutiny.

## 2. Formal Meeting Dates for the 2024/2025 Municipal Year

2.1 The Committee is advised that the remaining scheduled meeting dates for the 2024/2025 year are:

- 10 October 2024;
- 10 December 2024; and,
- 18 March 2025.

## 3. Background

3.1 The Policy and Scrutiny team supports the Committee in creating the work programme and the Committee considers items on those areas where the Council is currently working to develop new policy (pre-decision scrutiny), where policies previously implemented are ready for strategic review (post-decision scrutiny) or where scrutiny plays a role in oversight. The overall emphasis is to provide scrutiny with maximum opportunity to have impact and influence Council policy.

3.2 When drawing up work programmes, the Committee considers the vision and purpose of scrutiny at Westminster:

*Scrutiny is a vital function to promote transparency and accountability. On behalf of Westminster's communities and stakeholders, local non-Executive Councillors will endeavour to ensure services in the City not only meet people's needs but enhance lived experiences by:*

- 1. Championing the best possible outcomes for communities and stakeholders.*
- 2. Holding the Council, its partner organisations and external bodies to account for decisions taken and the impacts on our communities.*
- 3. Examining Council priorities, actively engaging in policy development and offering constructive challenge prior to decisions being taken.*
- 4. Working strategically across the city to focus our efforts on policy and service areas where scrutiny can make the biggest impact.*
- 5. Demonstrating integrity and commitment by adhering to the Nolan Principles of Public Life.*

#### **4. Work Programme for 2024/25**

- 4.1 The Committee met on Thursday 9 May 2024 to discuss items for its work programme after the Cabinet Member Annual Updates held in April 2024.
- 4.2 When considering its work programme, the Committee had regard to its Terms of Reference, set out in Appendix 2, Member and Officer time, the number of times it is due to meet this municipal year, and what items scrutiny would have the most impact on.
- 4.3 The Committee is reminded that its work programme is flexible to allow for any urgent issues that might arise.
- 4.4 The Committee is asked to discuss and propose any new topics of interest for the Committee's work programme in 2024/25.

#### **5. Task Groups and Single Member Studies**

- 5.1 Each Committee has discretion to establish Task Groups and Single Member Studies to examine key issues in more detail. The Committee is asked to consider whether they would like to establish a Task Group or commission a Single Member Study. The Committee should be advised that both Members and Officers will only be able to successfully take part in and support a finite number of Task Groups at any one time.

#### **6. Monitoring recommendations, information requests and actions**

- 6.1 The recommendations, information requests and actions arising from each meeting are recorded in the Committee Tracker attached as Appendix 3. Members are invited to review the work undertaken in response to those recommendations, information requests and actions.

**If you have any queries about this report or wish to inspect any of the background papers, please contact Clare O'Keefe.**

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Appendix 1: Work Programme

Appendix 2: Committee Tracker

Appendix 3: Terms of Reference