

Report Title:	Overview and Scrutiny Annual Report
Contains Confidential or Exempt Information	No - Part I
Cabinet Member:	None
Meeting and Date:	Full Council – 25 July 2023
Responsible Officer(s):	Mark Beeley – Principal Democratic Services Officer – Overview and Scrutiny
Wards affected:	All

REPORT SUMMARY

Part 4B of the Council's Constitution highlights that:

“The Overview and Scrutiny Panels will report annually to Full Council on its workings and make recommendations for future work programmes and amended working methods if appropriate.”

This report highlights the work of Overview and Scrutiny in the 2022/23 municipal year.

1. DETAILS OF RECOMMENDATION(S)

RECOMMENDATION: That Full Council notes the report and considers the work of Overview and Scrutiny in the 2022/23 municipal year.

2. REASON(S) FOR RECOMMENDATION(S) AND OPTIONS CONSIDERED

Options

Table 1: Options arising from this report

Option	Comments
To note the report. This is the recommended option	Overview and Scrutiny is required to submit an annual report each year on its work for consideration by Full Council. If Full Council chooses not to receive the report, this would be in breach of the Constitution.

3. KEY IMPLICATIONS

3.1 There are no key implications from this report.

4. FINANCIAL DETAILS / VALUE FOR MONEY

4.1 There are no financial implications.

5. LEGAL IMPLICATIONS

5.1 There are no legal implications.

6. RISK MANAGEMENT

6.1 There are no risks arising as a result of this report.

7. POTENTIAL IMPACTS

7.1 Equalities. An Equality Impact Assessment is available as Appendix A.

7.2 Climate change/sustainability. No impacts.

7.3 Data Protection/GDPR. Residents are able to submit topics for consideration by an Overview and Scrutiny Panel. All personal details are anonymised.

8. CONSULTATION

8.1 All Panel Members were given the opportunity to include comments for consideration as part of the annual report. These have been included under the 'Improvements highlighted by Panel Members' sections of the report.

9. APPENDICES

9.1 This report is supported by two appendices:

- Appendix A – Equality Impact Assessment
- Appendix B – Overview and Scrutiny Annual Report 2022/23

10. BACKGROUND DOCUMENTS

10.1 This report is supported by four background documents:

- [RBWM Constitution - Part 4 - Overview and Scrutiny](#)
- [Corporate Overview and Scrutiny Panel - Reports and Minutes](#)
- [People Overview and Scrutiny Panel - Reports and Minutes](#)
- [Place Overview and Scrutiny Panel - Reports and Minutes](#)

11. CONSULTATION

Name of consultee	Post held	Date sent	Date returned
<i>Mandatory: Statutory Officer (or deputy)</i>			
Andrew Vallance	Head of Finance/ interim S151 Officer	07/07/23	14/07/23
Elaine Browne	Head of Law & Governance/ Interim Monitoring Officer	07/07/23	07/07/23
<i>Mandatory: Procurement Manager (or deputy) - if report requests approval to go to tender or award a contract</i>			
Lyn Hitchinson	Procurement Manager	N/A	N/A
<i>Mandatory: Data Protection Officer (or deputy) - if decision will result in processing of personal data; to advise on DPIA</i>			
Samantha Wootton	Data Protection Officer	N/A	N/A
<i>Mandatory: Equalities Officer – to advise on EQiA, or agree an EQiA is not required</i>			
Ellen McManus-Fry	Equalities & Engagement Officer	07/07/23	10/07/23
<i>Directors (where relevant)</i>			
Stephen Evans	Chief Executive	07/07/23	
Andrew Durrant	Executive Director of Place	07/07/23	
Kevin McDaniel	Executive Director of Adult Social Care & Health	07/07/23	
Lin Ferguson	Executive Director of Children's Services & Education	07/07/23	
<i>Other consultees (where relevant)</i>			
Kirsty Hunt	Service Lead – Electoral and Democratic Services	07/07/23	07/07/23
Nikki Craig	Assistant Director of HR, Corporate Projects and IT	07/07/23	14/07/23

REPORT HISTORY

Decision type:	Urgency item?	To follow item?
For information	No	No

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Equality Impact Assessment

For support in completing this EQIA, please consult the EQIA Guidance Document or contact equality@rbwm.gov.uk

www.rbwm.gov.uk



1. Background Information

Title of policy/strategy/plan:	Overview and Scrutiny Annual Report
Service area:	Governance
Directorate:	Resources

Provide a brief explanation of the proposal:

- What are its intended outcomes?
- Who will deliver it?
- Is it a new proposal or a change to an existing one?

That Full Council notes the report and considers the work of Overview and Scrutiny in the 2022/23 municipal year.

2. Relevance Check

Is this proposal likely to directly impact people, communities or RBWM employees?

- If No, please explain why not, including how you've considered equality issues.
- Will this proposal need a EQIA at a later stage? (for example, for a forthcoming action plan)

Overview and Scrutiny looks to enhance the lives of residents and improve council services by providing comments and recommendations to officers and Cabinet. This is designed to help improve decision making and ensure that all options are considered.

If 'No', proceed to 'Sign off'. If unsure, please contact equality@rbwm.gov.uk

3. Evidence Gathering and Stakeholder Engagement

Who will be affected by this proposal?

For example, users of a particular service, residents of a geographical area, staff

Among those affected by the proposal, are protected characteristics (age, sex, disability, race, religion, sexual orientation, gender reassignment, pregnancy/maternity, marriage/civil partnership) disproportionately represented?

For example, compared to the general population do a higher proportion have disabilities?

What engagement/consultation has been undertaken or planned?

- How has/will equality considerations be taken into account?
- Where known, what were the outcomes of this engagement?

What sources of data and evidence have been used in this assessment?

Please consult the Equalities Evidence Grid for relevant data. Examples of other possible sources of information are in the Guidance document.

4. Equality Analysis

Please detail, **using supporting evidence**:

- How the protected characteristics below might influence the needs and experiences of individuals, in relation to this proposal.
- How these characteristics might affect the impact of this proposal.

Tick positive/negative impact as appropriate. If there is no impact, or a neutral impact, state 'Not Applicable'

More information on each protected characteristic is provided in the Guidance document.

	Details and supporting evidence	Potential positive impact	Potential negative impact
Age			
Disability			
Sex			
Race, ethnicity and religion			
Sexual orientation and gender reassignment			
Pregnancy and maternity			
Marriage and civil partnership			
Armed forces community			
Socio-economic considerations e.g. low income, poverty			
Children in care/Care leavers			

5. Impact Assessment and Monitoring

If you have not identified any disproportionate impacts and the questions below are not applicable, leave them blank and proceed to Sign Off.

What measures have been taken to ensure that groups with protected characteristics are able to benefit from this change, or are not disadvantaged by it?

For example, adjustments needed to accommodate the needs of a particular group

Where a potential negative impact cannot be avoided, what measures have been put in place to mitigate or minimise this?

- For planned future actions, provide the name of the responsible individual and the target date for implementation.

How will the equality impacts identified here be monitored and reviewed in the future?

See guidance document for examples of appropriate stages to review an EQIA.

6. Sign Off

Completed by: Mark Beeley	Date: 07/07/23
Approved by:	Date:

If this version of the EQIA has been reviewed and/or updated:

Reviewed by:	Date:
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