

OVERVIEW AND SCRUTINY COMMITTEE

13 APRIL 2023

Annual Report of the Overview and Scrutiny Committee

Timetable	
Meeting	Date
Overview and Scrutiny Committee	13 April 2023
Council	19 April 2023

Will this be a Key Decision?	No
Urgency	Not Applicable
Final Decision-Maker	Overview and Scrutiny Committee
Lead Director	Angela Woodhouse, Director of Strategy, Insight & Governance
Lead Officer and Report Author	Oliviya Parfitt, Principal Democratic Services Officer
Classification	Public
Wards affected	All

Executive Summary

A report outlining the work undertaken by the Overview and Scrutiny Committee across the 2022/23 Municipal Year, for submission to the Council for information.

Purpose of Report

Decision

This report makes the following recommendations to the Committee

1. That the report attached at Appendix A be considered, amended as required and submitted to the Council.

Annual Report of the Overview and Scrutiny Committee

1. CROSS-CUTTING ISSUES AND IMPLICATIONS

Issue	Implications	Sign-off
Impact on Corporate Priorities	<p>The four Strategic Plan objectives are:</p> <ul style="list-style-type: none"> • Embracing Growth and Enabling Infrastructure • Safe, Clean and Green • Homes and Communities • A Thriving Place <p>We do not expect the recommendations will by themselves materially affect achievement of corporate priorities. The annual report of the Overview and Scrutiny Committee outlines the work undertaken by the Committee in exercising its functions and powers.</p>	Democratic & Electoral Services Manager
Cross Cutting Objectives	<p>The four cross-cutting objectives are:</p> <ul style="list-style-type: none"> • Heritage is Respected • Health Inequalities are Addressed and Reduced • Deprivation and Social Mobility is Improved • Biodiversity and Environmental Sustainability is respected <p>The report recommendations do not impact the Council's ability to achieve its cross-cutting objectives. The annual report of the Overview and Scrutiny Committee outlines the work undertaken by the Committee in exercising its functions and powers.</p>	Democratic & Electoral Services Manager
Risk Management	See Section 5 of the report.	Democratic Services Officer
Financial	No impacts identified.	Democratic Services Officer
Staffing	We will deliver the recommendations with our current staffing.	Democratic Services Officer

Legal	<p>The Overview and Scrutiny Statutory Guidance highlights that annual Overview and Scrutiny Committee reports raise awareness of the ongoing work, as part of the 'maintaining the interest of full Council' section of the guidance (11(h)).</p> <p>The Council's Constitution also requires an annual report to be produced and presented to the full Council (Part B4, Rule 1.2.2), and agreeing the report attached at Appendix A will meet this requirement.</p>	Democratic Services Officer
Information Governance	The recommendations do not impact personal information (as defined in UK GDPR and Data Protection Act 2018) the Council processes.	Democratic Services Officer
Equalities	The recommendations do not propose a change in service therefore will not require an equalities impact assessment	Democratic Services Officer
Public Health	No impacts identified.	Democratic Services Officer
Crime and Disorder	No impacts identified.	Democratic Services Officer
Procurement	No impacts identified.	Democratic Services Officer
Biodiversity and Climate Change	<p>The implications of this report on biodiversity and climate change have been considered and are;</p> <ul style="list-style-type: none"> • There are no implications on biodiversity and climate change. 	Democratic Services Officer

2. INTRODUCTION AND BACKGROUND

2.1 The Council's Constitution states that (Part B4, Rule 1.2.2, p. 76):

'The Overview and Scrutiny Committee must report annually to the full Council on its workings and make recommendations for future work programmes and amended working methods if appropriate'.

2.2 Attached at Appendix A to the report, is a draft annual report. The following information has been included:

- Training undertaken at the beginning of the year
- The number of Committee meetings held across the year
- The reviews undertaken, including the:

- Review title and aim
- Outcome
- Next Steps
- Review details; meetings had, attendees and evidence provided.
- Call-In
- 2023/24 Work Programme

2.3 As this is the Committee's first year in operation, the report has been drafted to reflect a 'timeline' of its activity. As the Overview and Scrutiny function continues to develop, the report format and contents are likely to change to ensure it reflects the Committee's views on its year of work. For this reason, the Committee will receive the report earlier in the 2023/24 municipal year, likely around March 2024.

3. AVAILABLE OPTIONS

- 3.1 Option 1 – Amend and/or Approve the (draft) Committee report as contained within appendix a to the report.
- 3.2 Option 2 – Do not amend and/or approve the (draft) Committee report as contained within appendix a to the report. This is not recommended, as the Committee is constitutionally required to report its workings to the full Council.
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4. PREFERRED OPTION AND REASONS FOR RECOMMENDATIONS

- 4.1 Option 1 as outlined in point 3.1 of the report.
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5. RISK

- 5.1 As this report and appendix A outline the actions taken by the Committee across this municipal year, there are no risk management implications.

6. CONSULTATION RESULTS AND PREVIOUS COMMITTEE FEEDBACK

- 6.1 As this is the Committee's first year in operation, there are no consultation results or previous committee feedback to highlight as part of this report.
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7. NEXT STEPS: COMMUNICATION AND IMPLEMENTATION OF THE DECISION

- 7.1 The report will be presented to the full Council at its meeting on the 19 April 2023, in accordance with Part B4, Rule 1.2.2 of the Council's Constitution.
- 7.2 As the agenda for the 19 April 2023 meeting has already been published, any amendments made to the report will be reflected in 'moving' the report at that meeting.
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8. REPORT APPENDICES

The following documents are to be published with this report and form part of the report:

- Appendix A: (draft) Annual Report of the Overview and Scrutiny Committee
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9. BACKGROUND PAPERS

Maidstone Borough Council Constitution: [\(Public Pack\)Agenda Document for Maidstone Borough Council Constitution, 11/11/2019 00:00](#)