

## **OVERVIEW AND SCRUTINY BOARD**

15 January 2018

---

### **SCRUTINY INVESTIGATION PROPOSAL**

Relevant Portfolio Holder	Councillor B. Cooper – Finance and Enabling
Portfolio Holder Consulted	Not at this stage
Relevant Head of Service for Overview and Scrutiny	Claire Felton – Head of Legal, Equalities and Democratic Services
Wards Affected	All wards
Ward Councillor Consulted	No – not at this stage
Non-Key Decision	

#### **1. SUMMARY OF PROPOSALS**

- 1.1 An Overview and Scrutiny Topic Proposal Form relating to Turning Bromsgrove District Council Paperless has been completed by Councillor B. Cooper and is submitted for consideration by the Board.

#### **2. RECOMMENDATIONS**

- 2.1 That the Board considers the completed proposal form (at Appendix 1) and agrees to one of the following:
- (a) that further information be requested from a relevant source before deciding whether or not further investigation is required;
  - (b) that the topic is included on the work programme for further investigation at a future date;
  - (c) that the topic is included on the work programme and a Task Group is established to undertake a more in-depth investigation, appoint a Chairman for the Task Group and set a time scale for completion of the investigation; or
  - (d) take no further action.

#### **3. KEY ISSUES**

##### **Financial Implications**

- 3.1 There are no financial implications directly relating to this report, however, if the proposal is accepted, any implications would be considered as part of the subsequent investigation undertaken.

##### **Legal Implications**

**OVERVIEW AND SCRUTINY BOARD**

15 January 2018

- 3.2 There are no legal implications directly relating to this report, however, if the proposal is accepted, any implications would be considered as part of the subsequent investigation undertaken.

**Service/Operation Implications**

- 3.3 An Overview and Scrutiny Topic Proposal Form relating to the Turning Bromsgrove District Council Paperless has been completed by Councillor B. Cooper.
- 3.4 If the Board decides that it does wish to investigate this topic further, it then needs to decide whether it is appropriate for the Board itself to undertake the investigation or whether a more in-depth investigation is required and a task group established.
- 3.5 Another option is for the Board to request further information on the topic from a relevant source to assist Members to decide whether an investigation is required.
- 3.6 Alternatively, the Board could decide that it is not a topic it wishes to investigate, in which case no further action would be required.

**Customer / Equalities and Diversity Implications**

- 3.7 N/A

**4. RISK MANAGEMENT**

- 4.1 N/A

**5. APPENDICES**

Appendix 1 – Overview and Scrutiny Proposal Form

**6. BACKGROUND PAPERS**

None

**7. KEY**

None

**AUTHOR OF REPORT**

Name: Amanda Scarce – Senior Democratic Services Officer  
E Mail: [a.scarce@bromsgroveandredditch.gov.uk](mailto:a.scarce@bromsgroveandredditch.gov.uk)  
Tel: 01527 881443