

BROMSGROVE DISTRICT COUNCIL

OVERVIEW BOARD

3RD NOVEMBER 2009

OVERVIEW BOARD WORK PROGRAMME 2009-2010

Responsible Portfolio Holder	Cllr G. N. Denaro
Responsible Head of Service	Claire Felton – Head of Legal, Equalities and Democratic Services
Non-Key Decision	

1. SUMMARY

- 1.1 This report presents the new Overview Board Work Programme arising from the Overview and Scrutiny Work Planning Workshop held on 6th October 2009 and outlines the process and rationale for the Overview and Scrutiny Work planning process for 2009-2010.
- 1.2 Overview and Scrutiny is a vehicle for non-executive elected Members of the Council to engage in the local decision making process. The objective of the work planning process is to identify key issues for consideration where Overview and Scrutiny can make a constructive impact upon the local democratic decision making process, to help the Council and its community partners achieve their vision and objectives and promote community well being.
- 1.3 The Overview and Scrutiny Work Planning Schedule is outlined at Appendix 1.

2. RECOMMENDATIONS

- 2.1 Members of the Overview Board are requested to:
- a. Note the Overview and Scrutiny work planning process for 2009-2010;
 - b. agree the Overview Board Work Programme for 2009-2010 (as set out in Appendix 3);
 - c. identify evidence to be considered for each item on the agreed work programme;
 - d. consider and agree the Task Group proposal for Community Involvement in the Democratic Process (as set out in Appendix 4),
 - e. elect a Chairman for the Task Group, and
 - f. request the Chairman of the Overview Board to write to invite all non-executive Members of the Council to apply to join the Task Group and write to the group leaders to notify them of the establishment of the Task Group.

3. BACKGROUND

- 3.1. On 29th April 2009 the Council agreed that, following the trial period the overview and scrutiny function continue to be performed by an Overview Board and a Scrutiny Board and a new Joint Overview and Scrutiny Board was also created to deal with specific functions.
- 3.2. Overview and Scrutiny can be undertaken by the Overview Board, the Scrutiny Board, the JOSB, scrutiny task groups, and jointly with scrutiny committees of other local authority councils. The Boards cannot make executive decisions but can make recommendations to the Cabinet and other local decision makers.
- 3.3. The role of the Overview Board is to be forward looking and play a major part in the development of Council policy.
- 3.4. In order to capture the key issues currently facing the Council and to make the process inclusive, there has been consultation and discussion on the possible topics for the work programme undertaken. The process followed for this is outlined below.
- 3.5. The Overview and Scrutiny Work Planning Workshop held on 6th October 2009 considered the key strategic issues identified for the Council and its community partners where Overview and Scrutiny can constructively add value to the decision making process.
- 3.6. The Council Constitution requires that the Overview Board agree its own work programme and the topics identified by Members in the workshop are now presented to the Overview Board for ratification.
- 3.7. The Overview and Scrutiny Work Programme for the remainder of 2009/2010 has now been drawn up and scheduled around the remaining meetings for this municipal year.

4.0 THE OVERVIEW AND SCRUTINY WORK PLANNING PROCESS

- 4.1. In order to identify possible topics for Members to consider for the Work Programme, a process was established to consult and identify key issues (Appendix 1). A list of possible items for Overview and Scrutiny was drawn up to include the suggestions for topics from various sources.
- 4.2. The work of Overview and Scrutiny may include topics which review existing policies and services and make recommendations for improvement, or may consider policy development, for example in response to new Government legislation or guidance. Topics for Overview and Scrutiny should be strategic in scope and aimed at

making recommendations to the Cabinet, Council or other local decision makers, or where overview for democratic probity is required.

- 4.3. In order to identify the key issues for Overview and Scrutiny and to make the process inclusive, possible items for future scrutiny work were identified in a variety of ways:
- ❖ On 17th September 2009 the Chairmen of the Overview Board and the Scrutiny Board wrote to all Councillors to ask for suggestions for possible topics, which yielded several topic proposals;
 - ❖ The Corporate Management Team (CMT) have been asked to identify key issues for Overview and Scrutiny;
 - ❖ The Overview Board and the Scrutiny Board have considered their work programmes and identified suggested topics;
 - ❖ The Council's Forward Plan and Supplementary List of Future Items have been taken into account.
- 4.4. Suggested topics have been put forward by elected Members and by CMT. No topics have been submitted recently by members of the public or by community partners, although it may be considered good practice in future to have wider engagement in identifying suggested topics. Members of the public and elected councillors may also submit proposals at any time during the year.
- 4.5. A work planning workshop was held on 6th October 2009 to consider and prioritise topics. The priority topics identified have now been scheduled and timetabled around the scheduled meetings for 2009/2010, according to available time and resources.
- 5. THE WORK PLANNING WORKSHOP 6TH OCTOBER 2009**
- 5.1. On 6th October 2009 an Overview and Scrutiny Work Planning Workshop was organised. The purpose of the Work Planning Workshop was to enable Members of Overview and Scrutiny to consider the topics suggested for the 2009/2010 Overview and Scrutiny Work Programme and identify which topics are to be included and prioritised.
- 5.2. During the workshop, Overview and Scrutiny Members prioritised the issues that they wish to include on the scrutiny work programme.
- 5.3. The following queries were used as guidance criteria:
- ❖ Is it a priority issue for the Council or the Local Strategic Partnership?
 - ❖ Is it an important issue for local residents?
 - ❖ Is it a topic where Overview and Scrutiny could feasibly and constructively make recommendations?

- ❖ Is it a topic where external review would be helpful?
- ❖ Is it a topic where a review could be made in time to make recommendations for the executive decision making process?
- ❖ Is it a poorly performing service?
- ❖ Is it a review that could render significant savings or value for money?
- ❖ Is the topic strategic in scope?

5.4. Members were also asked to consider the objectives of the topic, ie what the Overview and Scrutiny investigation would be trying to achieve and if it would be achievable within the timescale available.

5.5. The following criteria were also used by members in identifying what issues are **not** suitable for Overview and Scrutiny:

- ❖ Issues which could be dealt with more effectively as a Member Enquiry,
- ❖ Issues where it would be infeasible for Overview and Scrutiny to make realistic recommendations,
- ❖ Issues which are for information only and may be better dealt with through a Member briefing or Member training,
- ❖ Issues which are already being dealt with in a similar way elsewhere (duplication),
- ❖ Issues where the matter is sub judice or prejudicial to the Council's interests,
- ❖ Issues where the matter relates to a specific case within the complaints procedure,
- ❖ The issue relates to an individual disciplinary matter or grievance.

5.6. The Overview and Scrutiny work programme should ideally include a balance of different types of topics, including short, medium and long term investigations. Some topics could be considered at one-off, 'select committee' style meetings; others may be more in-depth investigatory scrutiny exercises. There should ideally be a mix of topic themes across the Council and community partner services and reflecting the different Council and LSP priority areas. Bromsgrove District Council Vision, Values and Objectives are given for reference at Appendix 2.

5.7. Using the criteria above, Members were asked to prioritise the topics as:

- **“High”**,
- **“Medium”** or
- **“Low”**.

5.8. Members were asked to identify no more than 8-10 “High” priority topics. This was divided between the Overview Board and the Scrutiny Board (see Allocation of Topics below). These topics will be given greatest priority in the Work Programme.

- 5.9. The remaining topics will be scheduled in order of priority. As it will not be possible to consider all topics during the year, the prioritised topics will tend to be scheduled first and lower priority topics will be held in reserve. Topics not considered in 2009-2010 may be scheduled for 2010-2011 or reconsidered in the work planning process.

6. Allocation of Topics

- 6.1. Topics have been allocated to the Overview Board, the Scrutiny Board or the JOSB, according to the topic and the respective terms of reference of the Boards. More in-depth Overview and Scrutiny investigations may be carried out through Task Groups, which meet outside of the formal committee process to investigate particular issues and report back to one of the main Overview and Scrutiny Boards with a report and recommendations.
- 6.2. Topics vary in size and scope, but it is advised that generally no more than 2 substantive items be allocated to each Board meeting, as well as Task Groups, commissioned by each Board, carrying out work outside of the formal committee process and reporting back. Members will need to take a realistic view as to how many Task Groups it is possible to operate at any one time given the level of resources needed both in terms of Member time and officer support. It is suggested that any issues relating to the number of Task Groups be addressed by consultation between the Chairmen of the Boards and the Head of Legal Equalities and Democratic Services.
- 6.3. The allocation of topics should allow room for additional items to be added during the municipal year, although it is advised that this be avoided as far as possible and key issues identified in advance. Additional items may arise from a Call In of a Cabinet Decision, a Councillor Call for Action, a topic proposal submission, referral from The Council or Leader and Cabinet, petitions or a Joint Overview and Scrutiny Committee proposal from another local authority's scrutiny committee.
- 6.4. The proposed Work Programme for the Overview Board is attached at Appendix 3. Dates of consideration are to be confirmed. When agreed, this programme will inform the work of the Overview and Scrutiny Boards for the remainder of the municipal year.

7. Overview Board Task Groups

- 7.1. Task Groups enable Members to go outside the formal committee setting and consider issues in-depth. They also enable other non-executive Members, who are not currently members of the Overview and Scrutiny Boards, to become involved in the scrutiny process.

- 7.2. The topic “Community Involvement in the Democratic Process” has been identified as a suitable topic for a Task Group. This is a topic that may benefit from in-depth consideration and may involve Member led research. The proposal form, completed by Cllr S.R. Colella is attached at Appendix 4.
- 7.3. According to the Constitution, the Overview Board must elect a Chairman for the Task Group and make arrangements for notification of the establishment of the Task Group to be sent to group leaders and all non-executive Members of the Council. This gives all non-executive Members of the Council the opportunity to submit an application to join the Task Group should they be interested.
- 7.4. The Overview Board is also asked to note the Task Group Chairman Form attached at Appendix 5 and to elect a chairman for the Task Group.

8. Scoping and Planning Topics

- 8.1. The issues identified for consideration need to be defined to give a precise definition of the area for review and to avoid confusion of issues.
- 8.2. Initially, Members were asked to consider the *title* and *description* of the topics and these have now been identified.
- 8.3. Members are now asked to start to consider and identify the precise aims and objectives for review, as well as possible outcomes, evidence to be considered and other details for each topic.
- 8.4. This is an opportunity for Members to identify what evidence they wish to consider for each chosen topic. Evidence may include:
- ❖ Witnesses – people who can talk to the committee about the chosen topic. These may be service users, interest groups, voluntary groups, other service providers, partner agencies, experts in the field or officers of the council.
 - ❖ Documentary evidence – this may include background papers, written testimonials, academic research, government guidance, officer reports etc.
 - ❖ Site visits – places where Members should visit as part of their investigation, eg looking at service delivery on the ground, visiting other service providers, looking at physical environments and places etc.
- 8.5. In planning their work Members should also consider and identify:
- **Key stakeholders**
 - Decision makers

- Partner Agencies.
- Lead Officers and Department
- Service user representatives
- Voluntary groups
- Minority groups

- **Council / LSP Targets** – Any strategic targets that the issues relate to inc CAA targets and LAA targets and any other corporate or community targets which may be relevant.
- **Key Background Papers** – Strategic plans, Government legislation or guidance, Council policies etc that are relevant to the policy and services concerned.

8.6. It should be noted that the Overview and Scrutiny training event to be held on 19th November 2009 will provide an opportunity to plan some of the topics with the assistance of specialist trainers from INLOGOV.

8.7. The Overview and Scrutiny Exercise Scoping Checklist is attached at Appendix 6 to assist Members at this stage.

9. FINANCIAL IMPLICATIONS

9.1. There are no direct budgetary implications arising from the recommendations in this report.

10. LEGAL IMPLICATIONS

10.1. The Local Government Act 2000 requires Councils operating Executive Arrangements to include one or more Overview and Scrutiny Committees within their Constitution, which may be composed of any councillors who are not on the Executive Committee of the Council.

10.2. Executive arrangements by a local authority must ensure that their overview and scrutiny committee has power (or their overview and scrutiny committees have power between them) to:

- a) to review or scrutinise decisions made, or other action taken, in connection with the discharge of any functions which are the responsibility of the executive,
- b) to make reports or recommendations to the authority or the executive with respect to the discharge of any functions which are the responsibility of the executive,
- c) to review or scrutinise decisions made, or other action taken, in connection with the discharge of any functions which are not the responsibility of the executive,

- d) to make reports or recommendations to the authority or the executive with respect to the discharge of any functions which are not the responsibility of the executive,
- e) to make reports or recommendations to the authority or the executive on matters which affect the authority's area or the inhabitants of that area.

11. COUNCIL OBJECTIVES

11.1. Overview and Scrutiny links to Council Objective Two: Improvement and Council Objective Three: Sense of Community and Wellbeing.

12. RISK MANAGEMENT

There are no direct risks associated with this report. Any risks associated with topics selected by the Overview Board will be addressed as part of the scrutiny exercise.

13. CUSTOMER IMPLICATIONS

13.1 Overview and Scrutiny will contribute to improvement of service provision and community well being through the review of local council and community services. It will also aid accountability of local services to service users, council tax payers and other local residents through elected Members as Overview and Scrutiny is led by elected councillors.

14. EQUALITIES AND DIVERSITY IMPLICATIONS

14.1 Overview and Scrutiny will consider the equality and diversity implications of topics chosen for the Overview and Scrutiny Work Programme.

15. VALUE FOR MONEY IMPLICATIONS

15.1 Value for money will be considered and encouraged through the Overview and Scrutiny process in the scrutiny review of local services.

16. OTHER IMPLICATIONS

Procurement Issues	None
Personnel Implications	None
Governance/Performance Management Effective governance process	
Community Safety including Section 17 of Crime and Disorder Act 1998	None

Policy	None
Environmental	None

17. **OTHERS CONSULTED ON THE REPORT**

Portfolio Holder	No
Chief Executive	No
Executive Director - Partnerships and Projects	No
Executive Director - Services	No
Assistant Chief Executive	No
Head of Service	Yes
Head of Financial Services	No
Head of Legal, Equalities & Democratic Services	Yes
Head of Organisational Development & HR	No
Corporate Procurement Team	No

18. **WARDS AFFECTED**

All Wards

19. **APPENDICES**

Appendix 1 - Overview and Scrutiny Work Programming Schedule
Appendix 2 – Bromsgrove District Council Vision, Values and Objectives
Appendix 3 – The Overview Board Work Programme
Appendix 4 – Overview and Scrutiny Work Programme Proposal Form
Appendix 5 – Task Group Chairman Form
Appendix 6 - The Overview and Scrutiny Exercise Scoping Checklist

20. **BACKGROUND PAPERS**

Assessing Bromsgroves Performance – Results of the Place Survey 2008/09 for Bromsgrove District Council and Partners.
The Bromsgrove Sustainable Community Strategy 2007 – 2010
The Council's Forward Plan and Supplementary List of Future Items
The Worcestershire Local Area Agreement 2006-2009

CONTACT OFFICER

Name: Michael Carr, Scrutiny Officer

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Tel: (01527) 881407

Appendix 1 - Overview and Scrutiny Work Programming Schedule

CMT **Tu 18th Aug 09 – invitation to suggest themes for O&S**

Collate and revise suggested themes from CMT and Members

Agree work programming process and schedule with OB & SB Chairs

Overview Board **Tu 1st Sept 09 – consideration of the OB Work Programme**

Send invitation to all Members of O&S Work Shop *by 25th September*

Scrutiny Board **Tu 29th Sept – consideration of the SB Work Programme**

Ask CMT officers for any further suggestions *by Fri 2nd Oct 09*

Prepare draft List of Topics for O&S

Prepare framework for topic selection for O&S Work Shop

O&S Work Shop **Tu 6th Oct 09 – Discussion and election of topics**

Discuss and agree outcomes with OB & SB Chairs

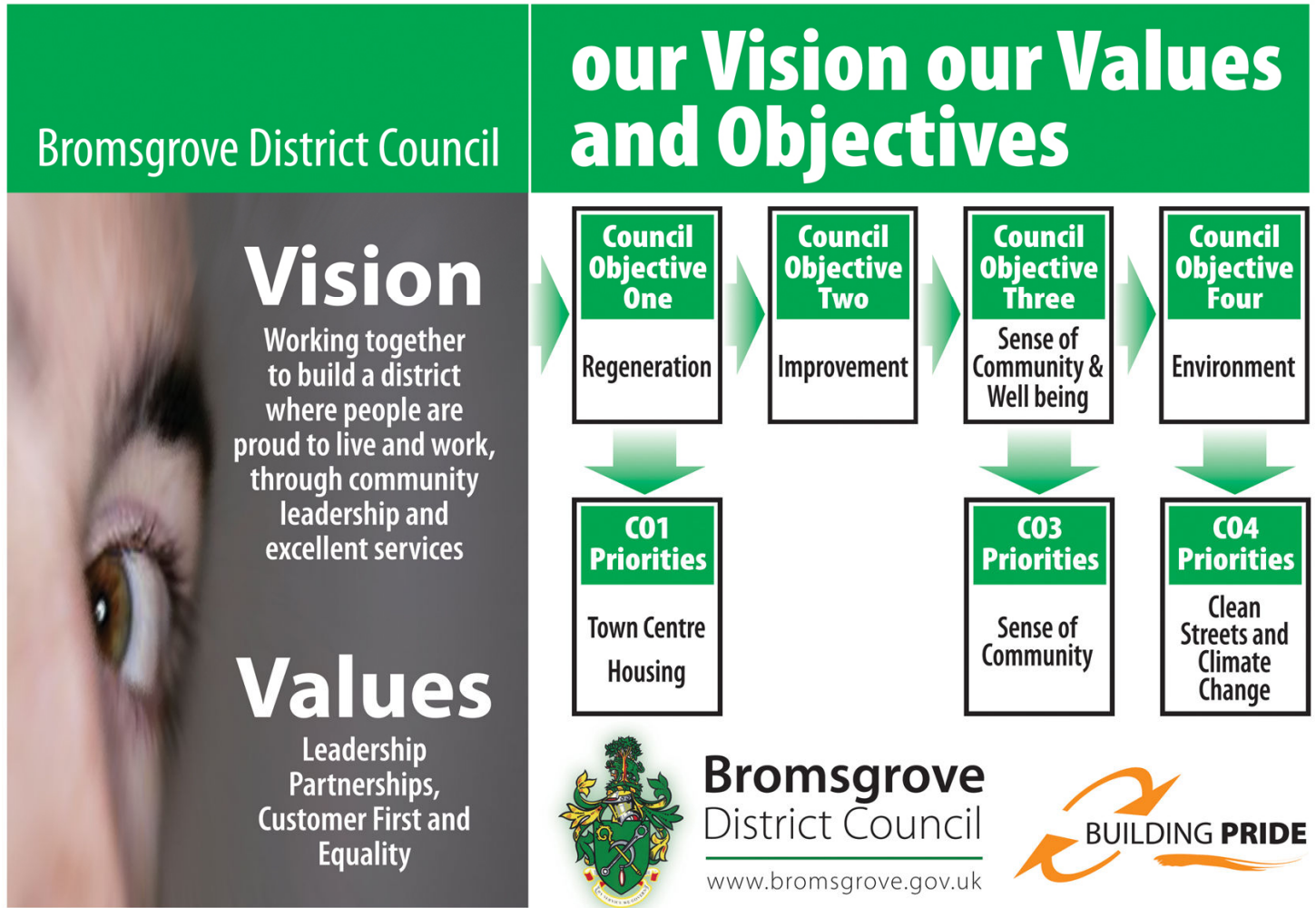
Revise List of Topics and O&S WPs – *by Th 8th Oct 09*

CMT **13th Oct 09 – Final List of Topics and O&S WPs**

Feedback to CMT

Scrutiny Board **Tu 27th Oct 09 – Ratification of SB WP**

Overview Board **Tu 3rd Nov 09 - Ratification of OB WP**



Appendix 3 – The Overview Board Work Programme

OVERVIEW BOARD

WORK PROGRAMME

3RD NOVEMBER 2009

This Work Programme consists of three sections: Items for future meetings (including updates); current Task Groups; and Task Group Reviews.

RECOMMENDATION: To consider and agree the work programme.

ITEMS FOR FUTURE MEETINGS (INCLUDING UPDATES)

Subject	Date of Consideration	Other Information
Forward Plan of Key Decisions and Anticipated Cabinet Reports (Split into 2 items) <i>- Permanent Items -</i>	Every Meeting of the Overview Board	The Forward Plan consists of Key Decisions which it is proposed will be taken over forthcoming months. Additional information is also supplied in relation to anticipated reports due to be considered by the Cabinet during 2009/2010.
Recommendation Tracker <i>- Permanent Item -</i>	Quarterly	A quarterly report monitoring the implementation of overview recommendations. The next tracker report will be due October 2009.
Overview Board Work Programme 2009-2010	3 rd November 2009	This is to agree the Scrutiny Board Work Programme and the prioritised topics for 2009-2010, as well as the agreement of Task Group proposals.
Older People Task Group Update	Every Meeting of the Overview Board until completion.	Cllr Mrs Bunker to give brief verbal update to each meeting

Implementation of the Civil Parking Enforcement proposals	6th October 2009 3 rd November 2009 (verbal update) 2 nd Feb 2010 (written report)	At the meeting of the Overview Board 7 th July 2009 a draft Cabinet report on Civil Parking Enforcement was considered and it was resolved that the Head of Street Scene and Community be requested to report back to a future meeting on the implementation of the Civil Parking Enforcement proposals upon the conclusion of the Agency Agreement with the County Council.
Bromsgrove Planning Policy	5 th January 2010	
Licensing Policy in Bromsgrove (link with Bromsgrove Planning Policy)	5 th January 2010	
Community Involvement in the Democratic Process Task Group	Proposal to be received on 3 rd November 2009 TOR and Membership to be agreed 5 th January 2010	This is a proposed Task Group to consider ways to improve community involvement in the democratic process and preparations for Democracy Year 2010 – 2011.
The Corporate Communications Strategy	3 rd November 2009	This is a report to consider the communications strategy of the council and make any immediate recommendations for its further development to Cabinet on 4 th November 2009 and identify the key linkages of the strategy to the proposed Task Group on Improving Residents' Satisfaction.
Council Procurement	5 th January 2010	This is to consider the policy and procedures for Council procurement, including the Contract and Procedure rules and tendering policy.

		This includes the Procurement and Value for Money Action Plan
Making Bromsgrove a Fairtrade Town	(in reserve)	
The Worcestershire Older Peoples' Strategy	27 th April 2010 (written report) TBC	
The New Council House Accommodation	December 2010 TBC	
Older People Task Group Report	2 Feb 2010 (written report)	Report of the Overview Board Task Group established on 3rd February 2009.
PPG17 Outturn	June 2010	At its meeting on 2nd June 2009, the Overview Board considered the PPG17 Outturn and Sports Hub Provision reports submitted to the Cabinet on 3rd June 2009. The Board resolved that further consideration be given to the issues in 12 months time in order to make an assessment of the delivery of services as outlined within the reports.
Sports Hub Provision	June 2010	Please see item above. This is linked to the PPG17 report.

CURRENT OVERVIEW TASK GROUPS

Current Task Groups	Date Report Due	Other Information
Older People	6th October 2009 (original date) 2 Feb 2010	Task Group established on 3rd February 2009. In March 2009, Councillor M. Bunker appointed as Task Group Chairman. Membership, terms of reference also

		agreed at same meeting. Ms. A. Sowton, Chairman of the Older People's LSP Theme Group invited to be a co-opted Member of the Task Group. The date of the first Task Group meeting was 12th May 2009.
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OVERVIEW TASK GROUP REVIEWS

Task Group	Date of Review (when Task Group is due to reconvene)
Anti-Social Behaviour and Alcohol Free Zones	March 2010

Appendix 4 – Overview & Scrutiny Work Programme Proposal Form



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District Council
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OVERVIEW AND SCRUTINY - PROPOSAL FORM

Name of Councillor:	Cllr Steven Colella
Topic:	Community Involvement in the Democratic Process
Specific subject areas to be investigated:	To consider ways to improve community involvement in the democratic process and preparations for Democracy Year 2010 – 2011.
Reasons why this subject should be considered:	Local Councils are democratic institutions and community involvement in the democratic process is therefore a crucial dimension to their function and the legitimacy of their authority. The level of turnout in local elections is one indicator and this should be high enough to ensure that the local electoral turnout is high enough to be seen to be a reflection of local democratic choice. Local residents perceptions about their ability to influence decisions is also an important measure of the reality of how democratic the system actually perceived to be and it is important that local democracy is both felt by local residents, at all levels of three tiers of local government as well as a reality in the peoples' ability to influence the governance of local communities.
Evidence to support the need for this particular investigation:	The Place Survey Ch5 measures how well BDA engages with local residents in the community and the degree to which local residents believe they are able to influence decisions (NI4). This shows that 76% residents disagree that they can influence local decisions. This has increased (i.e. more disagree) from 69% since the 2006-2007 survey. In addition there is the continued 'low turnouts' in local and general elections locally and nationally.
Council priorities it links to:	Stronger Communities - do you feel you can influence decisions affecting your local area? (LAA Theme F) "To develop an inclusive community which empowers local people to have a greater voice and influence over local decision-making and delivery of services".

	<p>Civic Participation – Helping out and getting involved”. (LAA F3 a p.41)</p> <p>Promote Involvement of Children & Young People in decision Making. Appendix K Effective Communication. (LSP Ten Year Vision - Appendix F).</p> <p>Place Survey - Section 4 Helping out and getting involved. Section 5 Local decision-making</p> <p>Council Plan – One Community and Well Being</p> <p>NI 2, 13, 14, 110</p>
Possible key outcomes: (i.e. what do you anticipate could be achieved?)	<p>Recommendations to improve community involvement in the democratic process and to steer preparations for Democracy Year 2010 – 2011.</p>

Please indicate if any of the following apply to the proposed subject area:

Poorly performing service	X
An area of concern identified by internal or external audit process	
Identified as a key issue in the Sustainable Community Strategy	
Contributes to the aims of the Council Plan	X
Key interest to the public (e.g. low levels of satisfaction with the service/featured in local media)	X
It affects more than three wards within the District	X
It affects Bromsgrove District and one or more areas outside the District	
High level of budgetary commitment	
Pattern of overspending or underspending	
Contributes to priority area of central government	
Proposed new policy for the Council	

Please return completed forms to: Scrutiny Officer, Committee Section, Legal, Equalities and Democratic Services, Bromsgrove District Council
Email: scrutiny@bromsgrove.gov.uk

Appendix 5 – Task Group Chairman Form



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District Council
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TASK GROUP CHAIRMAN FORM

Please complete the following:

Name of Board:	Overview Board
Name of Task Group:	Community Involvement in the Democratic Process

➤ Name:

➤ Would membership of this Task Group raise any conflicts of interest which would prevent you from participating in meetings of this Task Group?

If “Yes” or “Unsure”, please state why?

➤ What days of the week are you generally available to attend a meeting at 6pm?

Monday	Tuesday	Wednesday	Thursday	Friday

➤ Please state if you are available at any other times:

(Note: All meetings will commence at 6pm unless ALL Members of a Task Group agree they are ALL available to attend at a different time)

➤ Have you booked any holidays during the next 3-6 months?

If “Yes”, please state the dates you will be away:

Once complete, **please return to:** Scrutiny Officer, Committee Section,
Legal, Equalities and Democratic Services, **as soon as possible.**
Email: scrutiny@bromsgrove.gov.uk

OVERVIEW AND SCRUTINY EXERCISE SCOPING CHECKLIST

This form is to assist Members to scope the overview and scrutiny exercise in a focused way and to identify the key issues it wishes to investigate.

- Topic:

- Specific subject areas to be investigated:

- Possible key outcomes:

(i.e. please state what Members hope to achieve through this investigation):

- Should the relevant Portfolio Holder(s) be invited to give evidence?

YES/NO*

- Which officers should be invited to give evidence?

(Please state name of officer and/or job title)

- Should any external witnesses be invited to give evidence?

YES/NO*

If so, who and from which organisations?

- What key documents/data/reports will be required?

- Is it anticipated that any site visits will be required?

YES/NO *

If so, where should members visit?

- Should a period of public consultation form part of the exercise?

YES/NO*

If so, on what should the public be consulted?

(Please Note: A separate press release requesting general comments/suggestions from the public will be issued in the normal way at the beginning of the investigation.)

- Have other authorities carried out similar overview and scrutiny exercises?

YES/NO*

If so, which authorities?

- Will the investigation cross the District boundary?

YES/NO*

If so, should any other authorities be invited to participate?

YES/NO*

If yes, please state which authorities:

- Would it be appropriate to co-opt anyone on to the Task Group/Board whilst the Overview and Scrutiny exercise is being carried out?

YES/NO*

If so, who and from which organisations?

- What do you anticipate the timetable will be for the Overview and Scrutiny exercise?