

**REPORT TO: WEST OF ENGLAND COMBINED AUTHORITY  
SCRUTINY COMMITTEE**

**DATE: 2<sup>nd</sup> October 2023**

**REPORT TITLE: OVERVIEW AND SCRUTINY - WORK PROGRAMME**

**DIRECTOR: DANIEL DICKINSON, INTERIM MONITORING  
OFFICER**

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### **Purpose of Report**

1. The purpose of this report is to provide the Committee with an opportunity to review its work programme

### **Recommendation**

2. It is recommended that the Overview and Scrutiny Committee:
  - i) consider the work programme attached at Appendix One;
  - ii) authorise the Scrutiny Officer in consultation with the Chair and Vice-Chair to make amendments to the work programme.

### **Reasons for recommendation**

3. To ensure the work programme is adaptable and reflects current activity, the Committee will have an opportunity to review it at each of its meetings.

### **Background / Issues for Consideration**

4. At an informal meeting of Overview and Scrutiny held on the 7 July 2023, it was agreed that a number of Deep Dives be carried out to ensure that the Scrutiny Committee were adding value to the democratic process and have meaningful engagement with the Combined Authority Committee.
5. It was decided that an additional three extra formal meeting could be used as an opportunity for a deep dive into a specific themed topic; one of these topics

was discussed at the Scrutiny Committee meeting on the 8<sup>th</sup> September 2023 and Members received a paper on the governance workstream of the transformation programme.

6. In addition to the meeting on the 8<sup>th</sup> September 2023, a further two Deep Dive meetings have been scheduled for 8<sup>th</sup> December 2023 and 9<sup>th</sup> February 2024.
7. At the Overview and Scrutiny Committee on the 8<sup>th</sup> September 2023, Members agreed to a number of Task and Finish Groups. These included:
  - Bus Service Improvement Plan (BSIP)
  - Audit & Governance
  - Transport;
  - Skills and Business;
  - Climate change and Environment
8. Progress reports of the work undertaken by each Task and Finish Group will be reported to the Deep Dive meetings.
9. As there is an increase in the number of Deep Dives and Task and Finish Groups, it is considered good practice to ensure that Committee Members are aware of what progress is being made by the Committee and the Task and Finish Groups.
10. Members are being asked to consider the proposed Overview & Scrutiny Work Programme for the forthcoming months and identify any potential areas for further scrutiny.

#### **Risk Management/Assessment**

11. No specific risks identified.

#### **Public Sector Equality Duties**

12. No specific PSED duties are engaged.

#### **Climate Change Implications**

13. Not directly relevant.

#### **Finance Implications, including economic impact assessment where appropriate:**

14. Not directly relevant.

#### **Legal Implications:**

15. None arising.

**Human Resources Implications:**

16. None arising.

**Land/property Implications**

17. None arising.

**Appendices:**

Appendix 1 – Scrutiny Work Programme

**Background papers:**

None associated with the report.

**West of England Combined Authority Contact:**

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