

TELFORD & WREKIN COUNCIL

**ADULT CARE AND SUPPORT SCRUTINY COMMITTEE– 9 SEPTEMBER
2010**

2010/11 WORK PROGRAMME

REPORT OF SCRUTINY MANAGER

1.0 PURPOSE

- 1.1 To enable Members to plan the work programme for the Adult Care and Support Scrutiny Committee

2.0 RECOMMENDATIONS

- 2.1 Members agree the issues the Adult Care and Support Scrutiny Committee will scrutinise during 2010/11 and the method of Scrutiny that will be used.**

3.0 PREVIOUS MINUTES

- 3.1 N/A

4.0 BACKGROUND

- 4.1 The Scrutiny arrangements established in June 2010 enable each Scrutiny Committee to determine its own work programme within the resources available. To ensure that the Scrutiny work programme is a Member led process and the work is balanced between Scrutiny Reviews and the Scrutiny Committees the work programme is planned through 3 stages:
- 4.2 Stage 1 - Potential issues for Scrutiny were identified either by:
- The outstanding work of the Scrutiny Leadership Board and its Sub Groups
 - The Scrutiny Assembly at the meeting on the 29th July 2010
- 4.3 Stage 2 - The Scrutiny Chairmans Forum agreed
- The topics for indepth reviews:
 - Budget formulation - suggestions about how to save money

- Working with community groups to help improve the local environment
- Affordable, available and flexible childcare
- Each committee would scrutinise the relevant aspect of the budget proposals for 2011/12 during the budget consultation process. The comments from each committee will be reported to the Community Focussed and Efficient Council Scrutiny Committee which will respond to the Budget consultation.
- The allocation of supported Scrutiny meetings across the 7 Scrutiny Committees

4.4 Stage 3

Each Scrutiny Committee agrees its own work programme within the resources available.

5.0 **SCRUTINY COMMITTEE MEETINGS**

5.1 The Scrutiny Handbook sets out that there will be a total of approximately 80 Scrutiny meetings during the year and the Constitution states that each Scrutiny Committee will have a minimum of 2 formal meetings per year. In recognition of the fact that some committees (Active Lifestyles: Leisure and Culture, Children and Young People and Community Focussed and Efficient Council) have statutory roles and additional work the Scrutiny Chairmen allocated these committees 3 additional meetings.

5.2 Each Committee will also hold a meeting to scrutinise the budget proposals. The remaining meeting were allocated between the committees, 2 meetings were allocated to committees that did not have Scrutiny Review and 1 meeting was allocated to the Committees with a Scrutiny Review. The number of meetings per Committee is shown in the Table 1 below.

Table 1: Number of Meetings Per Scrutiny Committee

Scrutiny Committee	Core	Budget	Additional	Other	Total	Free Meetings
ALLC	2	1	3 (health)	2	8	3
ACS	2	1		2	5	3
CYP*	2	1	3 (corporate parenting)	1	7	2
CPC	2	1		2	5	3
CFEC*	2	1	3 (budget)	1	7	2
E&RA*	2	1		1	4	2
HR&P	2	1		2	5	3

* Scrutiny Committees with a Review during 2010/11

5.3 The final column 'Free Meetings' indicates the number of meetings the Scrutiny Team can support for each committee (this does not include the September Committee Meetings). The Adult Care and Support Scrutiny Committee has 3 meetings to scrutinise issues during 2010/11.

5.4 The Scrutiny Handbook sets out a range of methods that Members may wish to use to undertake the work of the Committee:

- Formal Committee Meeting

The Members of the Committee receive reports on several issues as agenda items at a Committee meeting.

- Special Interest Meeting

One meeting to consider one issue in more depth. It is important that the focus of this meeting is scoped carefully to ensure it can be covered in a single meeting.

- Spot Light Review

This process for a spot light review is the same as an in-depth review but the evidence gathering takes place in one meetings. The review should require 3 meetings in total.

5.5 Where 2 Scrutiny Committees have an interest in an issue Members may decide to hold a joint meeting between two Committees.

6.0 ISSUES FOR SCRUTINY

6.1 The issues that have been identified as potential areas for scrutiny by the Adult Care and Support Scrutiny Committee are set out in Appendices A and B.

6.2 Members will have received a copy of the Forward Plan for September to December 2010 and may wish to refer to this to cross reference any issues. There are no Standing Items that relates to the Scrutiny Committees priority area. The items in the forward plan for September 2010 are Telford and Wrekin Council Housing Allocation Policy and also the Housing Strategy for Telford and Wrekin.

The link to the Forward Plan on the Council's website is:

http://www.telford.gov.uk/site/scripts/download_info.aspx?fileID=1238&categoryID=354

7.0 EQUAL OPPORTUNITIES

7.1 Members will consider the equal opportunities implications of the issues identified for further scrutiny.

8.0 ENVIRONMENTAL IMPACT

8.1 There are no environmental impacts directly arising as a result of this report.

9.0 LEGAL COMMENT

9.1 The Scrutiny process has been established by the Local Government Act 2000 (as amended) and supplemented by associated legislation and guidance. The committee must ensure that when undertaking the scrutiny function, in this instance in relation to deciding upon the issues to be scrutinised and the method to do so, it is compliant with the statutory requirements.

10.0 LINKS WITH CORPORATE PRIORITIES

10.1 The work programme of this Scrutiny Committee relates to the relevant Council priority area. When identifying issues for Scrutiny Members of the Scrutiny assembly received the Priority Plans and performance update information.

11.0 FINANCIAL IMPLICATIONS

11.1 There are no financial implications for the Council arising directly from this report.

12.0 OPPORTUNITIES AND RISKS

12.1 The work of the Scrutiny Committees is a major opportunity for Members and Co-optees to influence the work and policy of the Council and partner organisations. In order to manage the Scrutiny work load effectively Members should identify the issues where Scrutiny can add the most value. Identifying too many issues for the Committee work programme will mean some issues will not be completed with the agreed timescales.

13.0 WARD IMPLICATIONS

13.1 Borough Wide