

TELFORD & WREKIN COUNCIL

SCRUTINY MANAGEMENT BOARD – 20 JUNE 2017

2016/17 SCRUTINY WORK PROGRAMME – END OF YEAR REPORT AND SCRUTINY ANNUAL REPORT

REPORT OF THE ASSISTANT DIRECTOR: GOVERNANCE, PROCUREMENT & COMMISSIONING

PART A) – SUMMARY REPORT

1. SUMMARY

This report provides an update on the delivery of the 2016/17 Scrutiny Work Programme to enable the Board to monitor performance and agree any actions arising from the report.

2. RECOMMENDATIONS

- 2.1 To note the delivery of the work programmes of each Scrutiny Committee
- 2.2 To approve the draft 2016/17 Scrutiny Annual Report for presentation to Full Council.

3. SUMMARY IMPACT ASSESSMENT

COMMUNITY IMPACT	Do these proposals contribute to specific Priority Plan objective(s)?	
	No	
	Will the proposals impact on specific groups of people?	
	No	Borough Wide
DELIVERY DATE	The 2016/17 work programme was planned to be delivered in-year with no roll over of topics/issues.	
FINANCIAL/VALUE FOR MONEY IMPACT	No	Where recommendations from work programmes result in active proposals and these are followed up in subsequent reports, then Finance carry out due diligence on such proposals in order to highlight financial issues and impacts arising and advise on proposals as they pass through the Council's Governance process. This report is for information and therefore, there are no financial implications directly arising from the adoption of the recommendations of this report. RP-20.4.17

LEGAL ISSUES	No	<p>Overview &Scrutiny (O&S) for local authorities was introduced as part of the modernisation of local government in Section 21 of the Local Government Act 2000. It required every local authority to have at least one O&S committee, to: hold the Executive to account; undertake policy development and review; monitor and improve performance; investigate issues of public concern; and carry out external scrutiny including the NHS.</p> <p>Key legislation applicable to O&S include:</p> <p>Health and Social Care Act 2001 Section 7 of the Health and Social Care Act 2001 gives statutory functions in relation to the reviewing and scrutinising of local health service matters to O&S committees of local authorities that hold responsibility for social services. The powers of O&S of the NHS enable committees to review any matter relating to the planning, provision and operation of health services in the area of its local authority. Health bodies have a statutory duty to provide the O&S committee with any reasonable information about the planning and operation of health services in its area, and regulations require chief executives of local NHS bodies to come before the committee to answer questions if requested.</p> <p>Localism Act 2011 The Act replaces the relevant provisions in the 2000 Act in full and consolidates the main part of scrutiny legislation into a single place. The law will continue to be found in Part 1A and Schedule A1 of the 2000 Act.</p> <p>Health and Social Care Act 2012 The Act requires relevant O&S Panels to receive, have regard to and respond to referrals, reports and recommendations from local Healthwatch.</p> <p>Local Authority (Public Health, Health and Wellbeing Boards and Health Scrutiny) Regulations 2013 These Regulations are aimed at supporting local authorities to discharge their scrutiny functions effectively. Failure to comply with those duties would place the relevant NHS body or relevant health service provider in breach of its statutory duty and render it at risk of a legal challenge.</p> <p>SAD - 22.5.17</p>
OTHER IMPACTS, RISKS & OPPORTUNITIES	No	
IMPACT ON SPECIFIC WARDS	No	Borough-wide impact.

PART B) – ADDITIONAL INFORMATION

1. BACKGROUND INFORMATION

- 1.1 The Scrutiny Work Programme is reviewed annually by the Scrutiny Management Board. The Board is responsible for determining the strategic priorities for scrutiny, allocating scrutiny resources and monitoring delivery of the work programme. The Scrutiny Committees agree their own work programmes having regard to the views and wishes of the Board and report progress back to the Board.
- 1.2 The Board met on 20 July 2016 to review the work programme and agreed that:
- All the suggestions received for the 2016/17 Scrutiny Work Programme were referred to the relevant Scrutiny Committee for prioritisation in each individual work programme;
 - The Scrutiny Management Board would meet roughly quarterly and would continue its role in holding the executive to account;
 - Each Scrutiny Committee would receive an allocation of up to six formal meetings for the 2016/17 municipal year and each Scrutiny Committee was requested to set an initial timetable of meetings for the 2016/17 municipal year with any remaining resources allocated flexibly by the Democratic & Scrutiny Services Team Leader based on the requirements of individual scrutiny reviews; and
 - The practice of creating a rolling work programme would cease.
- 1.3 The Board has monitored delivery of the work programme through a mid-year report and Chairs' updates at meetings on 12 October and 11 January 2016.

2. DELIVERY OF THE WORK PROGRAMME 2016/17 AND ANNUAL REPORT 2016/17

- 2.1 A summary of the work undertaken by the Scrutiny Management Board and the Scrutiny Committees in 2016/17 is provided in the form of the draft Annual Report, attached at Appendix 1 to this report.
- 2.2 The Council's Constitution requires Scrutiny Chairmen to report annually to Council on the work of Scrutiny in the previous year and priorities for the future.
- 2.3 Scrutiny Management Board is requested to consider the content and format of the Annual Report for presentation to Full Council.

3. ALLOCATION OF RESOURCES

3.1 Meetings

The table below summarises the work of the Scrutiny Committees this year expressed as the number of scrutiny meetings held compared to the allocated resource.

Committee	Formal committee meetings	Working group/other officer supported meetings	Total meetings to date	Further planned formal meetings to end of year	Total	Allocated resource
Scrutiny Management Board	4	0	4	0	4	4
Children & Young People	3	0	3	0	3	6
Customer, Community & Partnership	3	6	9	0	9	6
Finance & Enterprise*	5	0	5	0	5	5
Health & Adult Care	6	0	6	0	6	6
Joint HOSC**	5	7	12	0	12	N/A
Total	26	12	39	0	39	28

* Finance and Enterprise Scrutiny Committee invited Customer Community & Partnership Committee to engage with the review of Civil Parking Enforcement but for the purposes of avoiding double counting, these meetings have been allocated to Finance & Enterprise Scrutiny Committee only.

** Due to the importance of the Future Fit programme and the specific resource provided for this work within the Democratic & Legal Services structure up to 31 December 2016, this Committee was not allocated a specific resource limit. Administration for the meetings is rotated with counterparts at Shropshire Council.

3.2 Staff resources

3.2.1 The Council's Democratic Services and Scrutiny Teams merged on 1 April 2016 as part of the Democratic & Legal Services restructure. This created twin-hat roles in common with many other local authorities and in response to the changing face of Local Government.

3.2.2 Prior to the restructure, dedicated scrutiny support of 1.7 FTE Officers was in place and this support was retained at 1.5 FTE for a transitional period to allow knowledge transfer and dedicated support to the scrutiny of NHS Future Fit proposals.

3.2.3 From 1 April 2017, Scrutiny support has been provided by 4 FTE officers who also have responsibilities for the Executive and Regulatory functions of the Council and other related tasks.

4. REQUESTS FOR URGENT DECISIONS TO BE TAKEN

- 4.1 Since publication of the interim report, one notice of an urgent decision has been received:-

The Chair of the Finance & Enterprise Scrutiny Committee was advised of the intention for Cabinet to consider a Procurement Update report which recommended key decisions with less than 28 days' notice (but more than 5 days' notice) due to changes to the Cabinet report schedule as a result of the amount of business coming forward to future meetings.

5. PAPERLESS WORKING AND MEMBER DEVELOPMENT

- 5.1 The Customer, Community and Partnership Scrutiny Committee trialled paperless working as part of their scrutiny of channel shift. The Committee was invited to pilot and feedback on the Surface Pro training programme for Members.

6. REGIONAL AND NATIONAL SCRUTINY NETWORKS

- 6.1 Scrutiny in Telford & Wrekin continues to engage with the Regional Health Scrutiny Network, West Midlands Scrutiny Network, the County and Unitary Officers Meeting and the CfPS Health Accountability Forum.

8. WORK PROGRAMME 2017/18

- 7.1 On 11 January 2017, the Board agreed the timetable for work programming for 2017/18 and an initial allocation of resources for 2017/18. Suggestions for the work programme will be presented to the Board in accordance with the timetable in June 2017.

9. PREVIOUS MINUTES

Scrutiny Management Board – 20 July 2016, 12 October 2016 and 11 January 2017

10. BACKGROUND PAPERS

Scrutiny Handbook

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