

**TELFORD & WREKIN COUNCIL**

**SCRUTINY MANAGEMENT BOARD – 9 JANUARY 2018**

**SCRUTINY WORK PROGRAMME 2017/18 – INTERIM UPDATE**

**REPORT OF THE ASSISTANT DIRECTOR: GOVERNANCE, PROCUREMENT & COMMISSIONING**

**1.0 PURPOSE**

1.1 To provide a progress update on delivery of the Scrutiny Work Programme to enable the Board to monitor performance and agree any actions arising.

**2.0 RECOMMENDATIONS**

2.1 To note the report and agree any actions deemed necessary arising from the report.

2.2 To consider the approach to Work Programming for the 2018/19 Municipal Year

**3. SUMMARY IMPACT ASSESSMENT**

<b>COMMUNITY IMPACT</b>	Do these proposals contribute to specific Priority Plan objective(s)?	
	No	
	Will the proposals impact on specific groups of people?	
	No	Borough Wide
<b>DELIVERY DATE</b>	Following the agreed cessation of rolling work programmes, the 2017/18 work programme should be delivered in-year.	
<b>FINANCIAL/VALUE FOR MONEY IMPACT</b>	Yes	Scrutiny has a role in ensuring that local government is effective and accountable. This includes undertaking reviews and challenging and monitoring performance. Provision for the cost of supporting the Scrutiny function is considered as part of the ongoing budget setting cycle. The budget for 2017/18 was agreed in March 2017, the process of considering the Council's budget for 2018/19 is a work in progress and resources for 2018/19 will be determined as part of that process. The financial implications of any recommendations made by Scrutiny should be considered as part of reports detailing the actions being proposed.  RP-12/2017
<b>LEGAL ISSUES</b>	Yes	Overview & Scrutiny for local authorities was introduced as part of the modernisation of local government in

		<p>Section 21 of the Local Government Act 2000. It required every local authority to have at least one O&amp;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>Establishing a work plan, and resources as set out in this report will assist O&amp;S to effectively meet its objectives.</p> <p>SAD - 1.9.17</p>
<b>OTHER IMPACTS, RISKS &amp; OPPORTUNITIES</b>	No	
<b>IMPACT ON SPECIFIC WARDS</b>	No	Borough-wide impact.

## **PART B) – ADDITIONAL INFORMATION**

### **1. BACKGROUND INFORMATION**

- 1.1 The Scrutiny Handbook sets out the process for agreeing an annual work programme based on the municipal year. The Scrutiny Management Board is responsible for overseeing delivery of the work programme, allocating resources across committees and making recommendations about the priorities for scrutiny.
- 1.2 Scrutiny Committees decide the items to scrutinise during the year paying regard to the allocated resources and the Board's recommendations and report progress back to the Board.
- 1.3 The Scrutiny Management Board met on 20 June 2017 to consider the priorities for 2017/18 and agreed the following:
- All the suggestions for the work programme were referred to the relevant Scrutiny Committees to prioritise two or three items in their own work programmes
  - Each Scrutiny Committee would receive an initial allocation of four formal meetings per year
- 1.4 Each Scrutiny Committee met during June or July 2017 and agreed their work programmes which are set out at Appendix 1.

### **2.0 ALLOCATION OF RESOURCES**

- 3.1 Effective delivery of the work programme requires the efficient use of Member time and officer resources, both in Democratic & Scrutiny Services and in service areas subject to scrutiny where capacity to support scrutiny reviews may be limited.
- 3.2 The allocation of scrutiny resources to support Scrutiny Committee meetings is

determined and managed by the Scrutiny Management Board. Adjustments may be made throughout the year as deemed necessary to deliver the work programme depending on peak workloads.

3.4 For the 2017/18 municipal year, an initial allocation of quarterly meetings has been assigned to the Scrutiny Management Board and each Scrutiny Committee.

3.5 The table below summarises work to date expressed as the number of scrutiny meetings held compared to the allocated resource.

<b>Committee</b>	<b>Formal committee meetings</b>	<b>Working group/other officer supported meetings</b>	<b>Total meetings to date</b>	<b>Further planned formal meetings to end of municipal year</b>	<b>Total</b>	<b>Allocated resource</b>
Scrutiny Management Board	2	0	2	1	3	4
Children & Young People	2	0	2	2	4	4
Customer, Community & Partnership	2	1	3	2	5	4
Finance & Enterprise*	2	1	3	3	6	4
Health & Adult Care	2	0	2	2	4	4
Joint HOSC**	3	0	3	TBA	>3	N/A
<b>Total</b>	<b>12</b>	<b>2</b>	<b>14</b>	<b>10</b>	<b>&gt;24</b>	<b>20</b>

\* 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, this Committee was not allocated a specific resource limit. Administration for the meetings is rotated with counterparts at Shropshire Council.

### **3.0 NEW SUGGESTIONS FOR THE 2017/18 WORK PROGRAMME**

3.1 Two new suggestions have been received from members of the public:

<b>Suggestion</b>	<b>Issue Raised</b>	<b>Source</b>
3.1.1 Vehicle Damage in Telford Prevention of crime relating to	Number of fires involving vehicles in the past 12 months has been	Resident

<p>vehicles; Increase in education provision for Adolescents and Adults on dangers of Car fires and consequences; Environmental factors which may encourage anti- social behaviour/ increases in vehicle fires - (Limited street lighting); Police responses to vehicle fires; Positive recommendations to partner agencies on prevention, causes and way forward.</p>	<p>recorded at 76 according to the Shropshire Fire Service and 45 incidences were classed as arson.</p> <p>Scrutiny is called upon to research, investigate and make positive recommendations on ways partner agencies can reduce the numbers of cases in Telford.</p>	
<p>3.1.2 Mobile Home Laws (Park Homes) especially the 2013 Act, and other associated powers</p>	<p>The way in which Telford &amp; Wrekin Council interpret the Act and exercise associated powers (Trading Standards and Public Protection).</p> <p>Scrutiny is asked to investigate local understanding and application of devolved powers and the self-funding nature of the licensing of park owners; and consider improved processes to support park residents.</p>	<p>Resident</p>

3.3 The Board should decide whether or not to recommend either or both items be added to the work programme of the relevant Scrutiny Committee, taking account of the criteria for scrutiny:-

- How far scrutiny can realistically change or influence things
- The extent to which residents or businesses are affected by the issue
- How well the Council and Partners are performing in the area
- What else is happening to avoid duplication or wasted effort

3.4 The Board may consider that the suggestions fit within the scope of the existing work programme. In order to accommodate new items in the work programme, existing items may need to be removed to create the capacity to undertake any new work.

#### **4.0 SCRUTINY CO-OPTees**

4.1 Following Scrutiny Management Board on 20 June 2017, all current non-statutory co-optees were offered an extension to their term of appointment to 2 May 2019 to coincide with the 2019 borough elections.

4.2 All Co-optees have accepted the extension with the exception of Sandra Osman (Children & Young People Scrutiny Committee) retired in November 2017 and Paula

Doherty who resigned from Customer, Community & Partnerships Scrutiny Committee in July 2017.

**5. WORK PROGRAMME 2018/19**

- 5.1 The process of full work programming should begin in January/February 2018 for implementation in 2018/19. Scrutiny Management Board is asked to consider the approach to work programming for the forthcoming municipal year. A suggested timeline for Full Work Programming is attached at Appendix 2.

**6. PREVIOUS MINUTES**

Scrutiny Management Board – 20 June 2017

**7. BACKGROUND PAPERS**

Scrutiny Handbook which can be accessed from  
[http://www.telford.gov.uk/downloads/file/557/scrutiny\\_handbook](http://www.telford.gov.uk/downloads/file/557/scrutiny_handbook)

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**SCRUTINY WORK PROGRAMME 2017/18**

**Children & Young People Scrutiny Committee**

Telford & Wrekin School Organisation Plan 2018-2022  
Multi-Agency Working Against CSE – Annual review of recommendations  
Ofsted Improvement Plan - services for children in need of help and protection, children looked after and care leavers 2016

**Monitoring Activity (by email)**

Education attainment  
Youth unemployment and NEETS

**Customer, Community & Partnership Scrutiny Committee**

West Mercia Fire and Rescue Governance Consultation Proposal  
Grounds and cleansing service contract procurement  
Selective Licensing Update  
Third Party Engagement  
Community Safety Partnership (Crime & Disorder Reduction Partnership)

**Monitoring Activity (by email)**

Selective Licensing (implementation)  
Channel shift / customer services

**Finance & Enterprise Scrutiny Committee**

Civil Parking Enforcement  
Budget Scrutiny

**Health & Adult Care Scrutiny Committee**

Adult Care Performance, Budget and Savings including CHC  
Adult social care market in Telford & Wrekin – sustainability, quality.  
STP Neighbourhood Working – Community Resilience including isolation of older people; and transformation of Primary Care/ GP services

**Monitoring Activity (by email)**

Suicide Prevention Plan  
Adult Mental Health Strategy

**Joint Health Overview & Scrutiny Committee  
(with Shropshire Council)**

Sustainability of Clinical Services provided by SaTH  
Reconfiguration of Hospitals in Shropshire, Telford & Wrekin  
Future Fit Programme Consultation  
Emotional Health and Wellbeing Service 0-25s  
Maternity Services Review

**SCRUTINY WORK PROGRAMME 2018/19**  
**PROPOSED TIMELINE AND CRITERIA**

<b>Action</b>	<b>Date</b>
Initial Consultation with SMT	<b>22 January 2018</b>
Gathering suggestions: Scrutiny members, co-optees, Cabinet members, Town and Parish Councils and key partners invited to put forward suggestions for the work programme.	<b>1 to 28 February 2018</b>
<u>Final check and comments from SMT</u> Collated list of suggestions sent to SMT for final comment. Any new suggestions or comments which have been received from other people or organisations will be highlighted for SMT to provide any feedback.	<b>SMT meet on 26 March 2017 – two weeks to comment.</b>
Scrutiny Chairs meet informally to consider the suggestions and SMT's comments and agree recommendations for Scrutiny Management Board.  <u>If required Chairs may request assistance from SMT.</u>	<b>April/May 2018</b>
Scrutiny Management Board meets to formally agree priorities, allocate issues to the relevant Scrutiny Committee(s), allocate resources and make recommendations to the Committees about the priorities.  (Final decisions are made by the Scrutiny Committees.)  <u>SMT will be invited to attend if they wish and will be updated after the meeting.</u>	<b>June 2018</b>
Scrutiny Committees meet to agree work programme.  (Chairs can undertake initial scoping activities prior to the meetings).  <u>SMT will be invited to attend if they wish and will be updated after the meetings.</u>	<b>June / July 2018</b>
Scrutiny Management Board monitors delivery of the work programme through monitoring reports and Chair's updates.	<b>On-going</b>

**CRITERIA FOR SCRUTINY**

- How far scrutiny can realistically change or influence things
- The extent to which residents or businesses are affected by the issue (borough-wide)
- How well the Council and Partners are performing in the area
- What else is happening to avoid duplication or wasted effort