

# Agenda

## Overview and Scrutiny Performance Board

**Monday, 19 June 2017, 10.00 am**  
**County Hall, Worcester**

All County Councillors are invited to attend and participate

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اردو۔ اگر آپ اس دستاویز کی مضمولات کو سمجھنے سے قاصر ہیں اور کسی ایسے شخص تک آپ کی رسائی نہیں ہے جو آپ کے لئے اس کا ترجمہ کر سکے تو، براہ کرم مدد کے لئے 01905 765765 پر رابطہ کریں۔ (Urdu)

کوردی سۆزانی. ننگۆر نۆتوانی تێبێگهی له ناوچه زکی نهم بێلگهی و دهمست به هیچ کس ناکات که و هیبگێزێتۆه بۆت، تکلیه تملفۆن بکه بۆ ژمارهی 01905 765765 و داوای رێنۆینی بکه. (Kurdish)

ਪੰਜਾਬੀ। ਜੇ ਤੁਸੀਂ ਇਸ ਦਸਤਾਵੇਜ਼ ਦੇ ਮਸ਼ਹੂਨ ਸਮਝ ਨਹੀਂ ਸਕਦੇ ਅਤੇ ਕਿਸੇ ਅਜਿਹੇ ਵਿਅਕਤੀ ਤੱਕ ਪਹੁੰਚ ਨਹੀਂ ਹੋ, ਜੋ ਇਸਦਾ ਤੁਹਾਡੇ ਲਈ ਅਨੁਵਾਦ ਕਰ ਸਕੇ, ਤਾਂ ਕਿਰਪਾ ਕਰਕੇ ਮਦਦ ਲਈ 01905 765765 'ਤੇ ਫ਼ੋਨ ਕਰੋ। (Punjabi)

## DISCLOSING INTERESTS

There are now 2 types of interests:  
**'Disclosable pecuniary interests'** and **'other disclosable interests'**

### WHAT IS A 'DISCLOSABLE PECUNIARY INTEREST' (DPI)?

- Any **employment**, office, trade or vocation carried on for profit or gain
- **Sponsorship** by a 3<sup>rd</sup> party of your member or election expenses
- Any **contract** for goods, services or works between the Council and you, a firm where you are a partner/director, or company in which you hold shares
- Interests in **land** in Worcestershire (including licence to occupy for a month or longer)
- **Shares** etc (with either a total nominal value above £25,000 or 1% of the total issued share capital) in companies with a place of business or land in Worcestershire.

**NB Your DPIs include the interests of your spouse/partner as well as you**

### WHAT MUST I DO WITH A DPI?

- **Register** it within 28 days and
- **Declare** it where you have a DPI in a matter at a particular meeting
  - you must **not participate** and you **must withdraw**.

**NB It is a criminal offence to participate in matters in which you have a DPI**

### WHAT ABOUT 'OTHER DISCLOSABLE INTERESTS'?

- No need to register them but
- You must **declare** them at a particular meeting where:  
You/your family/person or body with whom you are associated have a **pecuniary interest** in or **close connection** with the matter under discussion.

### WHAT ABOUT MEMBERSHIP OF ANOTHER AUTHORITY OR PUBLIC BODY?

You will not normally even need to declare this as an interest. The only exception is where the conflict of interest is so significant it is seen as likely to prejudice your judgement of the public interest.

### DO I HAVE TO WITHDRAW IF I HAVE A DISCLOSABLE INTEREST WHICH ISN'T A DPI?

Not normally. You must withdraw only if it:

- affects your **pecuniary interests OR** relates to a **planning or regulatory** matter
- **AND** it is seen as likely to **prejudice your judgement** of the public interest.

### DON'T FORGET

- If you have a disclosable interest at a meeting you must **disclose both its existence and nature** – 'as noted/recorded' is insufficient
- **Declarations must relate to specific business** on the agenda
  - General scattergun declarations are not needed and achieve little
- Breaches of most of the **DPI provisions** are now **criminal offences** which may be referred to the police which can on conviction by a court lead to fines up to £5,000 and disqualification up to 5 years
- Formal **dispensation** in respect of interests can be sought in appropriate cases.

## Overview and Scrutiny Performance Board Monday, 19 June 2017, 10.00 am, County Hall, Worcester

### Membership

#### Councillors:

Mr C J Bloore (Chairman), Mrs E A Eyre (Vice Chairman), Mr A A J Adams, Mrs J A Brunner, Mr P Middlebrough, Mrs F M Oborski, Mr C B Taylor and Mr P A Tuthill

#### Co-opted Church Representatives (for education matters)

Bryan Allbut (Church of England)

#### Parent Governor Representatives (for education matters)

Ms C Richardson ((Parent Governor)) and Vacancy (Secondary)

### Agenda

Item No	Subject	Page No
1	<b>Apologies and Welcome</b>	
2	<b>Declaration of Interest and of any Party Whip</b>	
3	<b>Public Participation</b> Members of the public wishing to take part should notify the Head of Legal and Democratic Services in writing or by e-mail indicating the nature and content of their proposed participation no later than 9.00am on the working day before the meeting (in this case 16 June 2017). Enquiries can be made through the telephone number/e-mail address below.	
4	<b>Confirmation of the Minutes of the Previous Meeting</b> (previously circulated)	
5	<b>Overview and Scrutiny Role and Remits</b>	1 - 8
6	<b>Developing a Scrutiny Work Programme</b>	9 - 22

Agenda produced and published by the Head of Legal and Democratic Services, County Hall, Spetchley Road, Worcester WR5 2NP. To obtain further information or hard copies of this agenda, please contact Alyson Grice (01905 844962)/Samantha Morris 01905 844963 email: [scrutiny@worcestershire.gov.uk](mailto:scrutiny@worcestershire.gov.uk)

All the above reports and supporting information can be accessed via the Council's website [here](#)

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## **OVERVIEW AND SCRUTINY PERFORMANCE BOARD 19 JUNE 2017**

### **OVERVIEW AND SCRUTINY ROLE AND REMITS**

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#### **Summary**

1. The Overview and Scrutiny Performance Board (OSPB) is asked to:
  - (a) Consider the aims of overview and scrutiny and note its remit;
  - (b) Note the remits of each Overview and Scrutiny Panel;
  - (c) Designate one Member as the lead member for Crime and Disorder matters; and
  - (d) Agree whether consideration of the Children and Young People's Plan 2017-21 should be delegated to the Children and Families Overview & Scrutiny Panel.

#### **Aims of Overview and Scrutiny**

2. Overview and scrutiny aims to add value to the Council's decision-making process and make a positive contribution to policy development by:
  - Supporting the Council in achieving its vision for the County and its strategic aims and priorities;
  - Promoting open and transparent decision-making, democratic accountability and holding the Cabinet to account for its actions; and
  - Promoting continuous improvement, best practice and innovation in Council services.
3. The key roles are:
  - To hold the Cabinet to account;
  - To review or scrutinise decisions made or actions taken by Cabinet or Council in connection with discharge of any of the Council's functions;
  - To review or scrutinise the performance of the Council and the Cabinet in relation to policy objectives, performance targets and/or particular service areas; and
  - To make reports and/or recommendations to Council or the Cabinet in connection with the above or on any matters affecting the county or its inhabitants.

#### **Remit of the OSPB**

4. The role of the OSPB is to:
  - Set out an outline work programme for scrutiny, which will be agreed by Council;

- Commission scrutiny work through itself, scrutiny task groups, or the overview and scrutiny panels;
- Ensure that scrutiny carries out its performance monitoring role;
- Comment itself, or through the overview and scrutiny panels, on the Council's key plans;
- Decide whether and how call-in requests are pursued;
- Deal with the budget scrutiny process;
- Ensure that scrutiny is carried out effectively;
- Highlight member training needs for scrutiny; and
- Act as the County Council's Crime and Disorder Overview and Scrutiny Committee.

### **Lead scrutiny member role**

5. Members of the OSPB take a lead role in scrutiny for the remit they cover. As part of this, it has been agreed that they should attend regular Directorate and Cabinet Member briefings. These will assist Scrutiny to engage early in developments, and will help identify suitable items for Scrutiny. To ensure that all members of OSPB are kept informed, lead scrutiny members will be asked to feed back on any emerging issues and developments that have been raised in the briefings and in Panel meetings.

6. OSPB Members may also lead scrutiny task groups. It will be important for the OSPB to be aware of how each scrutiny is developing so that they can fully consider the final report. Members will therefore be asked to update the OSPB on the progress of any scrutiny task groups.

### **Overview and Scrutiny Panel Remits**

7. The remits of the OSPB, Health Overview and Scrutiny Committee (HOSC) and the Overview and Scrutiny Panels are attached as Appendix 1.

8. Overview and scrutiny panels generally meet every two months but can meet more frequently if the need arises. The scrutiny programme for each panel will be commissioned and agreed by the OSPB and may comprise:

- Performance monitoring and quality assurance
- Budget scrutiny
- Pre-decision scrutiny
- In-depth reviews
- Short scrutinies (one-off meetings)
- Updates on progress on previous scrutinies

9. Scrutiny Panels will be briefed on their role and remits throughout June. Members of the OSPB are asked to consider the Scrutiny Panel remits and comment as necessary.

10. The Health Overview and Scrutiny Committee scrutinises matters relating to health services in the County and responds to consultation from the National Health Service on substantial proposed developments.

## **Areas of Responsibility: Crime and Disorder**

11. County and District Councillors have powers to scrutinise the work of crime and disorder reduction partnerships - in Worcestershire these are known as Community Safety Partnerships - to ensure they are effectively tackling local problems.

12. The OSPB has been designated as the County Council's crime and disorder overview and scrutiny committee. The OSPB is required to meet at least annually to discuss issues relating to crime and disorder.

13. To avoid duplication, the previous OSPB agreed to carry out light-touch scrutiny of crime and disorder, engaging with partners and the Worcestershire Safer Communities Board at least once a year, leaving the District Councils to carry out in-depth scrutiny of the Community Safety Partnerships in Worcestershire.

14. The Police and Crime Commissioner for West Mercia is held to account by the West Mercia Police and Crime Panel. Crime and disorder scrutiny committees therefore do not have any power to require the Commissioner to attend. It is expected that the OSPB's link with the Commissioner will be via Worcestershire County Council's representative on the Police and Crime Panel.

15. Previously, one member of the Board was designated as the lead scrutiny member for Crime and Disorder matters. The Board is asked to designate one member as the lead member for Crime and Disorder matters.

## **Children and Young People's Plan**

16. A new Children and Young People's Plan for 2017-2021 is currently being developed. According to the Council's constitution, the OSPB will receive, comment and advise on the Plan as part of the Council's policy framework. It will then be signed off by the Health and Well-Being Board and Cabinet in July, before being agreed by Council in September.

17. In previous years, consideration of the Children and Young People's Plan has been undertaken by the Children and Families Overview and Scrutiny Panel (or predecessor body), under delegation from the OSPB. Members of the OSPB are asked to confirm that they are content for the Children and Families O&S Panel to consider the Plan at its meeting on 21 June 2017 and forward any comments to the CMR and Health and Well-Being Board.

## **Supporting Information**

Appendix 1: Extract from the Scheme of Assignment of Responsibility for Functions from the County Council's Constitution

## **Contact Point for the Report**

Alyson Grice/Samantha Morris, Overview and Scrutiny Officers  
Tel: 01905 844962/844963  
Email: [scrutiny@worcestershire.gov.uk](mailto:scrutiny@worcestershire.gov.uk)

## **Background Papers**

In the opinion of the proper officer (in this case the Head of Legal and Democratic Services) the following are the background papers relating to the subject matter of this report:

Agenda and Minutes of the Overview and Scrutiny Performance Board held on 27 June 2013

[All agendas and minutes are available on the Council's website here.](#)



**EXTRACT FROM THE CONSTITUTION: SCHEME OF ASSIGNMENT OF RESPONSIBILITY FOR FUNCTIONS**

**COMMITTEES OF THE COUNCIL**

**D. OVERVIEW AND SCRUTINY**

**1. Overview and Scrutiny Performance Board**

The role of the Overview and Scrutiny Performance Board (OSPB) will be to:

- (a) plan and co-ordinate the work of Overview and Scrutiny, to agree areas for scrutiny (including the development of an outline work programme for approval by the County Council) and terms of reference for each in-depth scrutiny review;
- (b) commission overview and scrutiny work through Overview and Scrutiny Panels, scrutiny task groups, joint working with district councils, or itself;
- (c) agree Overview and Scrutiny reports prepared by Overview and Scrutiny Panels, scrutiny task groups or joint working arrangements with district councils;
- (d) act as an interface with the Cabinet;
- (e) receive, comment and advise on the Council's policy framework and on other major policy issues (with Overview and Scrutiny Panels or scrutiny task groups being commissioned to undertake any detailed work during the year);
- (f) have overall responsibility for budget scrutiny and performance monitoring issues, with Overview and Scrutiny Panels undertaking the detailed work in respect of their respective areas of involvement;
- (g) review and/or scrutinise (or to commission a review and/or scrutiny of) decisions made or actions taken in connection with the discharge of any of the Council's functions whether or not the responsibility of the Cabinet;
- (h) contribute to the policy development of the Council by undertaking (or commissioning) the consideration of issues prior to their consideration by the Cabinet;
- (i) exercise the right to call-in, for re-consideration of decisions made but not yet implemented by the Cabinet;
- (j) decide whether and how to deal with call-ins, commissioning Overview and Scrutiny Panels or establishing scrutiny task groups to undertake any detailed work under terms of reference agreed by the Board;
- (k) decide whether and how to deal with Councillor Call for Action requests (including those requests which relate to Crime and Disorder matters); and

commission Overview and Scrutiny Panels or establish scrutiny task groups to undertake any detailed work under Terms of Reference agreed by the Board;

- (l) agree arrangements for any review of the performance of relevant external organisations which impact on the Council's functions and services and submit reports after comment, as appropriate, by the Cabinet and external organisations, to the Council;
- (m) act as the relevant 'Crime and Disorder' Scrutiny Committee undertaking those responsibilities conferred by the Crime and Disorder Act, or commission specific work to be undertaken by a specific Overview and Scrutiny Panel or establish a scrutiny task group to do so;
- (n) monitor the quality of scrutinies;
- (o) monitor (or commission the monitoring of) the implementation of any scrutiny recommendations accepted by the Cabinet;
- (p) oversee the development of member skills and competencies in scrutiny;
- (q) carry out such Overview and Scrutiny functions as may be allocated from time to time by legislation or this Constitution.

## **2. Health Overview and Scrutiny Committee**

The role of the Health Overview and Scrutiny Committee (HOSC) will be to:

- (a) review and scrutinise any matter relating to the planning, provision and operation of health services in the area of the County;
- (b) review and scrutinise the impact of the Council's services and of key partnerships on the health of residents in the County;
- (c) respond to consultations from the National Health Service or by the local authority as commissioner and provider of health services on any proposal for a substantial development of health services in the area, or for a substantial variation in the provision of such a service;
- (d) establish (or agree to participate in) joint Health Overview and Scrutiny committees where a local NHS body is undertaking statutory consultation with different authorities on a proposal for substantial variations or developments to NHS services where people from more than one local authority area might be affected, or as appropriate to deal with particular issues;  
*[Note - The Head of Legal and Democratic Services is also authorised to determine the terms of reference and details of any such ad hoc joint committee, in consultation with the Chairman of HOSC and Group Leaders].*
- (e) determine whether to delegate responsibility for certain focussed scrutiny exercises to District Councils subject to the County Council's strategic policies and budget provisions being adhered to.

### 3. Overview and Scrutiny Panels

The remits of the scrutiny bodies are summarised in the table below. OSPB may resolve any ambiguities between remits.

<b>Panel</b>	<b>Business Area</b>
OSPB	<ul style="list-style-type: none"> <li>• Scrutiny performance</li> <li>• Coordinate and agree the scrutiny work programme for endorsement by Council</li> <li>• Co-ordinate workload</li> <li>• Call-ins</li> <li>• Allocate Council-wide issues not otherwise falling within the remit of a particular Panel to one of the Panels</li> <li>• Consider reports and recommendations from Panels or Task Groups</li> <li>• Monitor the quality of scrutiny</li> </ul>
Adult Care and Well-Being	<ul style="list-style-type: none"> <li>• Health and Well-being</li> <li>• Adult Social Care</li> </ul>
Children and Families	<ul style="list-style-type: none"> <li>• Children's Social Care and Families</li> <li>• Public Health relating to Families</li> <li>• Education and Skills</li> </ul>
Economy and Environment	<ul style="list-style-type: none"> <li>• Economy</li> <li>• Environment</li> <li>• Highways</li> <li>• Infrastructure</li> </ul>
Corporate and Communities	<ul style="list-style-type: none"> <li>• Commissioning, contracts and commerce and ensuring the corporate commissioning cycle works well</li> <li>• Transformation</li> <li>• Finance</li> <li>• Localism and Communities</li> <li>• Organisation and employees</li> </ul>
Health O&S Committee	<ul style="list-style-type: none"> <li>• Local NHS bodies and health services</li> </ul>

The Economy and Environment Overview and Scrutiny Panel will review and scrutinise the Council's flood risk management functions which may affect the local authority's area, as set out in the Flood and Water Management Act 2010.

The role of the Overview and Scrutiny Panels will be to:-

- (a) be responsible for regular performance monitoring of directorate performance and quality assurance relevant to their theme/s;
- (b) be responsible for routine budget monitoring of those services and functions within their area of scrutiny responsibility;
- (c) contribute to the policy development of the Council by undertaking the consideration of issues on the terms commissioned by the OSPB and prior to consideration by Cabinet;

- (d) carry out in-depth scrutinies on the basis of and in accordance with the terms of reference agreed by the OSPB;
- (e) carry out any other tasks (including the consideration of Call-ins and Councillor Calls for Action) commissioned by the OSPB in pursuance of its functions.

#### **4. Scrutiny Task Groups**

The role of the Scrutiny Task Groups will be to:

- (a) carry out in-depth scrutinies on the basis of and in accordance with the terms of reference agreed by the OSPB;
- (b) carry out any other tasks (including the consideration of call-ins and Councillor Calls for Action) commissioned by the OSPB in pursuance of its functions.

*[NB Scrutiny Task Groups are not Committees of the Council but informal ad hoc working groups].*

## **OVERVIEW AND SCRUTINY PERFORMANCE BOARD 19 JUNE 2017**

### **DEVELOPING A SCRUTINY WORK PROGRAMME**

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#### **Summary**

1. The Overview and Scrutiny Performance Board (OSPB) is asked to consider how it will determine its Scrutiny Work Programme for 2017/18 and agree whether it would wish to continue using the criteria specified at paragraph 16 as a guide for prioritising issues suitable for Scrutiny.

#### **Developing a Scrutiny Work Programme**

2. At the start of the new Council, Overview and Scrutiny Members will wish to develop a scrutiny work programme that will be considered by full Council in due course. The Board is asked to determine how it will put together its work programme.

3. In order to avoid any delay in starting scrutiny, it is proposed that Panel Chairmen - following discussion with Panel Members - bring forward initial proposals to the next OSPB. In doing this, they are asked to suggest ideas that are 'forward looking' and that will allow scrutiny to influence policy as it is developed.

4. The Council's constitution includes a requirement for the OSPB – using the Panels where appropriate – to receive, comment and advise on the Council's policy framework.

5. In determining its Scrutiny Work Programme, the Board need to take into account a number of points.

#### **2016/17 Scrutiny Work Programme**

6. In May 2016, the County Council considered and agreed the 2016/17 Overview and Scrutiny Work Programme. In March 2017, the OSPB considered progress against this Work Programme and agreed that an update on work still to be completed should be passed to the new OSPB following the May elections, with a recommendation that the new OSPB should consider the initiatives highlighted by the Budget Scrutiny Task Group and the other issues which had not been completed in 2016/17.

7. The 2016/17 work programme, including an update on progress against each issue is attached as Appendix 1.

8. Although members may find these suggestions helpful as a guide, the OSPB is free to suggest other priorities.

## **Budget Scrutiny Task Group**

9. The 2017/18 Budget Scrutiny Task Group identified the following initiatives that may help to bridge the forecast financial planning gap:

- Trading of intellectual assets
- Use of assistive technology
- Sale and leaseback of Council property
- Investment in key worker housing via the Revolving Door Investment Fund
- Sale of small pieces of Council-owned land
- Residents zonal parking schemes and additional car parks
- The Council's role in post-Brexit subsidy mechanisms for rural activities.

10. The Task Group also recommended that Overview and Scrutiny should be supported to look into these areas as a priority following County Council elections in May 2017 in order to identify further potential savings.

11. The Board should therefore consider the priority of these issues.

## **Additional Issues**

12. Members may also wish to note the following:

- On 12 October 2016, OSPB agreed that the following should be included on the scrutiny work programme following the 2017 elections:
  - Sexual violence and rape
  - Cycleways
  - Winter service policy
- At the Board's meeting on 18 January 2017, following a discussion on equalities and diversity, the following issues were suggested for the 2017/18 work programme:
  - Disability/SEN employment (Adult Care and Well-Being O&S Panel)
  - Rural isolation and access to services
  - Economic and social deprivation and access to services.

## **Forward Plan**

13. The Board will wish to take into account any issues arising from the Council's Forward Plan which is attached at Appendix 2 (to follow).

14. The latest version of the Plan (available at the time of Agenda despatch) is routinely considered at each meeting of OSPB.

## **Directorate Specific Information**

15. Cabinet Member and Director Briefings attended by scrutiny lead members will also help identify suitable items for Scrutiny Panels to follow up, for example, forthcoming important public consultations.

## Issues suitable for scrutiny

16. Previously, the OSPB used a set of criteria (listed below) to help determine its scrutiny programme. A topic does not need to meet all of these criteria in order to be scrutinised, but they are intended as a guide for prioritisation.

- Is the issue a priority area for the Council?
- Is it a key issue for local people?
- Will it be practicable to implement the outcomes of the scrutiny?
- Are improvements for local people likely?
- Does it examine a poor performing service?
- Will it result in improvements to the way the Council operates?
- Is it related to new Government guidance or legislation?

17. The Board is asked to agree whether to continue to use these criteria.

## Supporting Information

Appendix 1: Items previously suggested as issues for scrutiny

Appendix 2: Forward Plan (to follow)

## Contact Point for the Report

Alyson Grice/Samantha Morris, Overview and Scrutiny Officers

Tel: 01905 844962/844963

Email: [scrutiny@worcestershire.gov.uk](mailto:scrutiny@worcestershire.gov.uk)

## Background Papers

In the opinion of the proper officer (in this case the Head of Legal and Democratic Services) the following are the background papers relating to the subject matter of this report:

- Agenda and Minutes of the Overview and Scrutiny Performance Board, 10 September 2009
- The Local Authorities (Executive Arrangements) (Meetings and Access to Information) (England) Regulations 2012

[All agendas and minutes are available on the Council's website here.](#)

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## 2016/17 SCRUTINY WORK PROGRAMME

Overview and Scrutiny Performance Board		Progress to date
Task Group Reviews	<p><b>Bus Transport Review</b></p> <ul style="list-style-type: none"> <li>• Socially Necessary Services Definition</li> <li>• £1.6 Million Bus Subsidy</li> <li>• Diamond Bus Service</li> <li>• Recent Bus Service Cut</li> <li>• Transport Strategy</li> </ul> <p><b>Sexual Violence and Rape</b></p> <ul style="list-style-type: none"> <li>• What are the responsibilities of the County Council and Partners?</li> <li>• Who provides support services and funding?</li> <li>• Could we provide a better service in Worcestershire?</li> </ul> <p><b>Can Worcestershire County Council do more around environmental mitigation?</b></p> <ul style="list-style-type: none"> <li>• Buying future energy supply</li> <li>• Could we look to provide energy supply?</li> <li>• What is the culture of the organisation and how does WCC strategically mitigate environmental issues?</li> </ul>	<p>The Economy and Environment O&amp;S Panel received a presentation on bus services in May 2016. An in depth scrutiny wasn't carried out as there was some work being carried out by Wychavon DC which the Vice-Chairman planned to update the Board on prior to carrying out further scrutiny.</p> <p>This issue was the focus of the annual crime and disorder meeting in September 2016, the Chairman and Vice-chairman agreed to consider whether this was a priority for further in-depth scrutiny being undertaken at a future date.</p> <p>Not done</p>
Standing items	<ul style="list-style-type: none"> <li>• <b>Review of Work Programme and Cabinet Forward Plan</b></li> <li>• <b>Call-ins</b></li> <li>• <b>Panel/Committee Updates</b></li> <li>• <b>Leader of Council Q&amp;A</b></li> <li>• <b>Crime and Disorder Annual meeting</b></li> <li>• <b>Corporate Plan Refresh</b></li> <li>• <b>Budget Scrutiny Process</b></li> </ul>	<p>At each OSPB meeting. 1 July and 21 October 2016</p> <p>At each OSPB meeting. 21 April 2016 13 September 2016 12 October 2016 Scrutiny task group report agreed on 26 January 2017</p>

Priority Areas/Themes for the Work Programme:		
1.	<b>How effective are Worcestershire County Council communication mechanisms?</b> <ul style="list-style-type: none"> <li>• Councils use of social media</li> <li>• Highways</li> <li>• Communicating to Public, Officers and Councillors</li> </ul>	Work undertaken by Vice Chairman of OSPB.
2.	<b>Equalities &amp; Disability: How well do we meet our statutory duties?</b>	Discussed by OSPB on 23 June 2016 and 18 January 2017.
3.	<b>Complaints Reporting – is it fit for purpose?</b>	Not done
4.	<b>Commissioning</b> <ul style="list-style-type: none"> <li>• Accountability of commissioned services to the Council, Elected Members, service users and the Public</li> <li>• How is accountability address in the commissioning process? How is it covered in contracts and tendering?</li> <li>• Quality Assurance</li> </ul>	Work undertaken by Vice Chairman of OSPB

<b>Health Overview and Scrutiny Committee:</b>		
Issues c/f from 2015/16	<ul style="list-style-type: none"> <li>• Future of Acute Hospital Services in Worcestershire</li> <li>• Administration/Patient Records to be included as part of GP appointments</li> <li>• Training/Recruitment of Clinicians</li> <li>• Process in relation to the closure of St Johns Dental Practice</li> </ul>	<p>Updates at meetings in April, July and September 2016, and February 2017</p> <p>Processes around GP appointments / Access to Primary Care (April 2017)</p> <p>Not done</p> <p>Dentistry Services in Worcestershire, including lessons learned from St John's dental practice (December 2016). Update suggested for future date.</p>
1.	<p><b>Is Mental Health provision in Worcestershire fit for purpose?</b></p> <ul style="list-style-type: none"> <li>• What treatments are provided?</li> <li>• Is local need identified and addressed?</li> <li>• What alternatives to medication are provided?</li> </ul>	Some elements discussed as part of plans for adult mental health transformation (March and July 2016)
2.	<p><b>Health Accountability: CCGs, GPs and Health &amp; Wellbeing Board</b></p> <ul style="list-style-type: none"> <li>• How is the CCGs held to account?</li> <li>• How are GPs in the County held to account?</li> <li>• How is the Health &amp; Wellbeing Board held to account?</li> <li>• What is the role HOSC in holding these bodies to account?</li> </ul>	Not done, however processes for appointments with GPs are due to be discussed in April 2017
3.	<p><b>Maternity, Neonatal and Gynaecology Services</b></p> <ul style="list-style-type: none"> <li>• Review of 'temporary' change in service provision</li> <li>• Direction of travel</li> <li>• Is proposed service fit for purpose?</li> </ul>	Covered during updates on the Future of Acute Hospital Services in Worcestershire (see above), and also updates about the quality of acute hospital services and impact of the temporary changes in April, July, and November 2016, and February 2017.
4.	<p><b>Public Health</b></p> <ul style="list-style-type: none"> <li>• What role can Public Health play in preventing and managing demand for social care and health services?</li> </ul>	No specific scrutiny but partly covered during discussions on: Reductions to the Public Health Ring-fenced Grant (June 2016), e-cigarettes (July 2016), Sexual Health Services (July 2016) fast food outlets, Dentistry and Pharmacy (December 2016)
Standing items	<ul style="list-style-type: none"> <li>• <b>Substantial Variation considerations</b></li> </ul>	Temporary Changes to Inpatient Paediatric Services (July 2016), Community Specialist Rehabilitation Stroke Services (December 2016) Wyre Forest Community Unit (September 2016), Sexual Health Services (July 2016), Changes to Commissioning Policies affecting Hip and Knee Replacement Surgery (April 2017)

	<ul style="list-style-type: none"> <li>• <b>Quality Accounts</b></li> </ul>	Not considered due to the number of changes in HOSC membership
Additional items (not on original work programme)	<ul style="list-style-type: none"> <li>• <b>E-cigarettes</b></li> <li>• <b>Public Health Ring-fenced Grant</b></li> <li>• <b>Radiology – following Care Quality Commission unannounced inspection</b></li> <li>• <b>Sustainability and Transformation Plans</b></li> <li>• <b>Pharmacy Services in Worcestershire</b></li> <li>• <b>Fast Food Outlets and Health</b></li> <li>• <b>West Midlands Ambulance Service Update</b></li> </ul>	<p>July 2016  June 2016  September 2016</p> <p>November 2016  December 2016  December 2016  January 2017</p>

<b>Adult Care and Wellbeing Overview and Scrutiny Panel:</b>		
1.	<b>Care Provider Market</b> – vital review continues	Findings discussed in March 2016, with the Directorate and care providers
2.	<b>Care Act Obligations</b> <ul style="list-style-type: none"> <li>Is the Council meeting its obligations</li> </ul>	Update provided in October 2016
3.	<b>Technology in Care</b> <ul style="list-style-type: none"> <li>Analysis of successful IT across the health and care sector with a view to showing success against:- supporting people to stay at home, promoting independence, increasing quality of life, reducing the cost of care and protecting personal dignity.</li> <li>The claim is always that IT increases the potential for loneliness, is this correct?</li> </ul>	No specific work, but an update on the Council's 'Your life your choice' website for Adult Services and Health was given in May 2016 and a further update suggested for 12 months' time.
4.	<b>Homecare</b> <ul style="list-style-type: none"> <li>Is the current service provided by WCC and commissioned out services fit for purpose?</li> </ul>	No specific session, but some areas raised as part of discussions about Futurefit proposals and the review of the care market
5.	<b>Transition</b> <ul style="list-style-type: none"> <li>Review of transition from Children Services to Adult Services</li> </ul>	To be looked at on 21 June, jointly with the Children and Families OSP
Standing item	<ul style="list-style-type: none"> <li><b>Performance Management</b></li> <li><b>Corporate Plan Refresh</b></li> <li><b>Safeguarding</b></li> <li><b>Budget Scrutiny Process</b></li> </ul>	<p>Specific session on performance relating to successful completion of treatment for opiate users in March 2016</p> <p>Worcestershire Safeguarding Adults Board annual report in March</p> <p>FutureFit and Medium Term Financial Plan discussed in November</p>
Additional items (not on original work programme)	<ul style="list-style-type: none"> <li><b>Learning Disability Day Services</b></li> <li><b>Social Impact Bonds</b></li> <li><b>Employment opportunities for adults with learning disabilities</b></li> <li><b>Social work with adults – strength-based approach</b></li> </ul>	<p>May 2016</p> <p>July 2016 – further update suggested for 12 months' time</p> <p>March 2017</p> <p>March 2017</p>

<b>Children &amp; Families Overview and Scrutiny Panel:</b>		
Issues c/f from 2015/16	<ul style="list-style-type: none"> <li>• Child Poverty and Health Inequalities</li> <li>• Private Children's Homes and Fostering Agencies</li> </ul>	Not done Not done
1.	<b>Vulnerable Children</b> <ul style="list-style-type: none"> <li>• Child employment and labour</li> <li>• Education at home</li> <li>• CSE</li> </ul>	Not done  CSE discussed as part of WSCB Annual Report August 2016.
2.	<b>0-19 Agenda</b> <ul style="list-style-type: none"> <li>• Starting well service</li> <li>• Children's centres</li> <li>• What will be future service provision?</li> </ul>	Discussed on 15 July and 31 August 2016 and 13 March 2017.
3.	<b>Pupil Referral Units</b> <ul style="list-style-type: none"> <li>• Review of current provision of service and how it is delivered</li> <li>• Emotional and Behavioural Difficulties</li> <li>• Alternative provision</li> </ul>	Not done
4.	<b>Social Work</b> <ul style="list-style-type: none"> <li>• Issues within current service provision</li> <li>• Performance of agency staff</li> <li>• Social Workers moral and support</li> <li>• Recruitment and retention</li> <li>• Caseloads</li> </ul>	No specific scrutiny undertaken but issues discussed on 11 May (Update on Back to Basics Improvement Plan), 31 August (WSCB Annual Report) and 22 November (Children's Social Care Safeguarding Assurance Update).
5.	<b>How can Worcestershire County Council help improve the Educational Attainment of Children in Disadvantaged Areas</b>	Not done
Standing item	<ul style="list-style-type: none"> <li>• <b>Performance Management</b></li> <li>• <b>Corporate Plan Refresh</b></li> <li>• <b>Safeguarding</b></li> <li>• <b>Budget Scrutiny Process</b></li> </ul>	Discussed at OSPB on 12 October 2016 WSCB Annual Report considered 31 August 2016 FutureFit and MTFP discussed 22 November 2016
To note:	Home to school transport issue referred to the existing Bus Services Task Group Review	

<b>Corporate &amp; Communities Overview and Scrutiny Panel:</b>		
Issues c/f from 2015/16	<ul style="list-style-type: none"> <li>To consider how the County Council, with the help of other agencies, can provide help and assistance to the CAB in the County to ensure its future sustainability and survival</li> <li>Corporate Finance Issues and Processes</li> </ul>	Not done  Not done
1.	<b>Worcestershire County Council Workforce</b> <ul style="list-style-type: none"> <li>What future skills/roles does the Council need?</li> <li>What skills gap exists?</li> <li>Does WCC pay and reward effectively?</li> <li>Does WCC have a strong succession management system?</li> <li>Does WCC recruit the required talent and behaviour?</li> <li>Do WCC Managers support a performance driven culture based on achieving the best outcomes for the people of Worcestershire?</li> <li>Are the corporate values embedded across the organisation?</li> </ul>	Not done
2.	<b>What can Worcestershire County Council do to maximise income generation?</b>	Not done
3.	<b>How can Worcestershire County Council support Local Business?</b> <ul style="list-style-type: none"> <li>Can Worcestershire County Council use Social Value Act to procure services locally?</li> </ul>	Discussed on 24 January 2017. It was agreed that this was an area requiring more in-depth scrutiny and should be added to the post-election work programme.
4.	<b>Worcestershire County Council use of Property</b> <ul style="list-style-type: none"> <li>Accountability of the Place Partnership</li> <li>How do we use our property?</li> <li>Review of capital monies and property</li> </ul>	28 September and 15 November 2016. It was agreed that a Scrutiny of Smallholdings, revisiting the purpose of smallholdings should be added to the Scrutiny Work Programme.
5.	<b>Culture: How can we utilise the Culture of Worcestershire to maximise the benefit to the County?</b> <ul style="list-style-type: none"> <li>Analysis of cultural offering and how it can be improved</li> <li>Role of Council and partners</li> <li>Funding opportunities – are they being utilised?</li> </ul>	Not done.

Standing item	<ul style="list-style-type: none"> <li>• <b>Performance Management</b></li> <li>• <b>Corporate Plan Refresh</b></li> <li>• <b>Budget Scrutiny Process</b></li> </ul>	Discussed at OSPB on 12 October. Discussed on 15 November 2016.
Additional items (not on original work programme)	<ul style="list-style-type: none"> <li>• <b>Future Proposed Changes to Library Opening Hours</b></li> <li>• <b>Information Technology – HP contract</b></li> </ul>	25 May and 13 July 2016 Suggested as an additional item on 25 May 2016 but not yet considered.



<b>Economy &amp; Environment Overview and Scrutiny Panel:</b>		
Issues c/f from 2015/16	<ul style="list-style-type: none"> <li>• Highways Development Control Department – Section 278s/106's</li> <li>• Transport Planning</li> <li>• Abbey Bridge – Lessons Learned</li> </ul>	<p>Discussion in July 2016 and informal update in March 2017</p> <p>Some elements discussed through January 2017 session on the draft Local Transport Plan 4</p> <p>Not done</p>
1.	<p><b>Annual review of the Worcestershire LEP's contribution to all sectors of Worcestershire's economy</b></p> <ul style="list-style-type: none"> <li>• Accountability, remit, resources and performance</li> <li>• Relationship with partners</li> <li>• Agriculture and Tourism economies</li> </ul>	To be arranged after elections
2.	<p><b>How to improve getting around the County</b></p> <ul style="list-style-type: none"> <li>• Congestion</li> <li>• Roadwork's</li> <li>• Cycling, footways, footpaths and bridle paths</li> <li>• Public transport</li> </ul>	Some elements covered as part of the update on major infrastructure schemes (May 2016) and the draft Local Transport Plan 4, in January 2017
3.	<p><b>Flooding and External Partners</b></p> <ul style="list-style-type: none"> <li>• Role of Severn Trent &amp; Environment Agency</li> </ul>	November 2016
Standing item	<ul style="list-style-type: none"> <li>• <b>Performance Management</b></li> <li>• <b>Corporate Plan Refresh</b></li> <li>• <b>Budget Scrutiny Process</b></li> <li>• <b>Flood Risk Management Annual Report</b></li> <li>• <b>Broadband Update</b></li> </ul>	<p>FutureFit and Medium Term Financial Plan discussed in November 2016</p> <p>November 2016</p> <p>October 2016, and informal update in March 2017</p>
Additional items (not on original work programme)	<ul style="list-style-type: none"> <li>• <b>Transport and access to hospital – referred by the Health Overview and Scrutiny Committee</b></li> </ul>	May 2016

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