

Agenda

Overview and Scrutiny Performance Board

Wednesday, 6 September 2023, 10.00 am
Council Chamber, County Hall, Worcester

All County Councillors are invited to attend and participate

This document can be provided in alternative formats such as Large Print, an audio recording or Braille; it can also be emailed as a Microsoft Word attachment. Please contact Scrutiny on telephone number 01905 844963 or by emailing scrutiny@worcestershire.gov.uk

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 3rd 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
Wednesday, 6 September 2023, 10.00 am, Council Chamber,
County Hall, Worcester

Membership

Councillors:

Cllr Tom Wells (Chairman), Cllr James Stanley (Vice Chairman), Cllr Alastair Adams, Cllr Brandon Clayton, Cllr Matt Dormer, Cllr Steve Mackay, Cllr Emma Stokes, Cllr Shirley Webb and Cllr Richard Udall

Co-opted Church Representatives (for education matters)

Mr Tim Reid (Church Representative - Church of England)

Parent Governor Representatives (for education matters)

Primary (vacancy) Secondary (vacancy).

Agenda

Item No	Subject	Page No
1	Apologies and Welcome	
2	Declaration of Interest and of any Party Whip	
3	Public Participation Members of the public wishing to take part should notify the Assistant Director for Legal and Governance in writing or by e-mail indicating both the nature and content of their proposed participation no later than 9.00am on the working day before the meeting (in this case 5 September 2023). Further details are available on the Council's website. Enquiries can also be made through the telephone number/e-mail address listed in this agenda and on the website.	
4	Confirmation of the Minutes of the Previous Meeting (previously circulated).	
5	Worcestershire Local Enterprise Partnership (WLEP) Annual Report (2022/23)	To follow
6	Scrutiny Chairmen (and Lead Member) Update, Work Programme and Cabinet Forward Plan	1 - 10

Agenda produced and published by the Assistant Director for Legal and Governance, County Hall, Spetchley Road, Worcester WR5 2NP. To obtain further information or hard copies of this agenda, please contact Samantha Morris 01905 844963 email: scrutiny@worcestershires.gov.uk

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

Item No	Subject	Page No

NOTES

Webcasting

Members of the Board are reminded that meetings of the Overview and Scrutiny Performance Board are Webcast on the Internet and will be stored electronically and accessible through the Council's Website. Members of the public are informed that if they attend this meeting their images and speech may be captured by the recording equipment used for the Webcast and may also be stored electronically and accessible through the Council's Website.

OVERVIEW AND SCRUTINY PERFORMANCE BOARD 6 SEPTEMBER 2023

SCRUTINY CHAIRMEN (AND LEAD MEMBER) UPDATE, WORK PROGRAMME AND CABINET FORWARD PLAN

Summary

1. Members of the Overview and Scrutiny Performance Board (the Board) are asked to provide feedback on the work within their Scrutiny remit, Panels and Task Groups. This should include suggestions for Work Programmes (including Task Groups) and items to be considered from the latest Cabinet Forward Plan.

Member Updates

2. In order to ensure that Members of the Board are fully informed about issues relating to scrutiny in Worcestershire, communication between Members is essential.
3. Members of the Board are therefore invited to feedback on recent Scrutiny meetings (including performance and budget monitoring), Task Groups and emerging issues and developments within their remit. Regard for the Council's statutory requirements in relation to access to information will be critical.
4. Board Members' areas of responsibility are as follows:
 - Adult Care and Well Being Overview and Scrutiny Panel – Shirley Webb
 - Children and Families Overview and Scrutiny Panel – Steve Mackay
 - Corporate and Communities Overview and Scrutiny Panel – Emma Stokes
 - Economy Overview and Scrutiny Panel – Matt Dormer
 - Environment Overview and Scrutiny Panel – Alastair Adams
 - Health Overview and Scrutiny Committee (HOSC) – Brandon Clayton
 - Crime and Disorder – Richard Udall
5. To assist in their role, scrutiny lead members have the benefit of regular briefings from the Directorates they are shadowing, something which was put into place by the Strategic Leadership Team (SLT). These briefings, alongside the Forward Plan (see below), can be used to help identify any emerging issues that may be appropriate for future scrutiny. Recognising that work across the County Council is of interest and value to all Board members, the notes from these briefings (where produced) are available to all members electronically.

Work Programme

6. From time to time the Board will review its work programme and consider which issues should be investigated as a priority.

7. Worcestershire County Council has a rolling annual Work Programme for Overview and Scrutiny, which is agreed by Council on an annual basis. The last programme was agreed on 18 May 2023.
8. The Board is asked to consider its 2023 Work Programme (attached at Appendix 1) and agree whether any amendments are needed.
9. The main responsibilities of the Board are:
 - Commissioning work for Scrutiny Panels
 - Establishing Scrutiny Task Groups (agreeing Terms of reference and Reports)
 - Advising on Council's Policy Framework ie Sustainable Community Strategy (if any), Corporate Plan, Children and Young People's Plan, Local Transport Plan, Youth Justice Plan, 'Act Local in Worcestershire' framework, such other plans and strategies as required by law to form part of the Policy Framework or which may be and have been adopted to be part of that Framework eg Corporate Plan, Budget
 - Call-ins
 - Designated by the Council as its statutory Crime and Disorder Committee and must meet at least annually.
10. The Board agreed to use a set of criteria (listed below) to help determine its scrutiny programme. A topic does not need to meet all of these criteria 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?
11. The Board may also wish to consider any suggestions put forward for Scrutiny Task Groups using the criteria set out in paragraph 10.

Cabinet Forward Plan

12. The Board will wish to consider any issues arising from the Council's Forward Plan. The latest version of the Plan available at the time of Agenda despatch is included (as Appendix 2) for consideration.

Purpose of the Meeting

13. Members of the Board are asked to feedback on:
 - the work within their Scrutiny remit, Panels and Task Groups;
 - key issues from the Directorate that may be appropriate for future scrutiny;
 - performance information they have queries or concerns about;
 - any issues to be added to the Work Programme;

- any suggestions for Scrutiny Task Groups;
- items in the Forward Plan which they consider may be possible issues to scrutinise; and
- any other issue which they feel is relevant/of interest to the OSPB.

Supporting Information

- Appendix 1: OSPB 2023/24 Work Programme
- Appendix 2: Forward Plan [Forward Plan 2023](#)

Contact Point for the Report

Samantha Morris, Interim Democratic Governance Scrutiny Manager - Tel: 01905 844963 Email: sjmorris@worcestershire.gov.uk

Background Papers

In the opinion of the proper officer (in this case the Assistant Director for Legal and Governance (and Monitoring Officer) there are no background papers relating to the subject matter of this report:

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

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Overview and Scrutiny Performance Board – 2023/24 Work Programme

Date of Meeting	Issue for Scrutiny	Date of Last Report	Notes/Follow-up Action
6 September 2023	Annual Update from Worcestershire Local Enterprise Partnership (LEP)		
	Scrutiny Chairmen (and Lead Member) Update, Work Programme and Cabinet Forward Plan		
19 October 2023	Annual Crime and Disorder Meeting	20 October 2022	
	Scrutiny Chairmen (and Lead Member) Update, Work Programme and Cabinet Forward Plan		
19 December 2023	Update on the progress of the recommendations from the Child and Adolescent Mental Health Services Scrutiny	27 February 2020	Considered by Cabinet on 30 March 2023 and the Herefordshire and Worcestershire Integrated Care Board
	Budget Scrutiny 2024/25		
	Scrutiny Chairmen (and Lead Member) Update, Work Programme and Cabinet Forward Plan		
January 2024	Budget Scrutiny 2023/24		
	Scrutiny Chairmen (and Lead Member) Update, Work Programme and Cabinet Forward Plan		
February 2024	Scrutiny Chairmen (and Lead Member) Update, Work Programme and Cabinet Forward Plan		

March 2024	Review of Overview and Scrutiny Performance Board Work Programme		
	Scrutiny Chairmen (and Lead Member) Update, Work Programme and Cabinet Forward Plan		
April 2024	Refresh of the Overview and Scrutiny Work programme		
	Scrutiny Chairmen (and Lead Member) Update, Work Programme and Cabinet Forward Plan		
Possible Future Items			
July 2024	Update on the Corporate Plan	26 July 2023	
TBC	Income Generation		Suggested at 17 March 2020 meeting
TBC	Update on the progress of the recommendations from Developer-Funded Highways Infrastructure and Section 278 Technical Approval Scrutiny	28 April 2023	Considered by Cabinet on 25 May 2023
TBC	Crime and Disorder – Safety of Worcestershire parks and open spaces		Suggested at 30 September 2021 meeting
TBC	Update on the Drugs and Alcohol Strategy	30 January 2023	
TBC	Draft Scrutiny Report: Education, Health and Care Plans (EHCPs)		

Standing Items			
Each meeting	Scrutiny Chairmen (and Lead Member) Update, Work Programme and Cabinet Forward Plan (including Quarterly Performance and In-Year Budget Monitoring – Feedback from Scrutiny Panels where appropriate)		
March	Review of Overview and Scrutiny Performance Board Work Programme	Annually	March
April	Refresh of the Overview and Scrutiny Work programme	Annually	April
September	Annual Update from Worcestershire Local Enterprise Partnership (LEP)		September
October	Annual Crime and Disorder Meeting	20 October 2022	October
November – January (as appropriate)	Budget Scrutiny	Annually	November – January (as appropriate)
As necessary	Call-ins		As necessary
As necessary	Commissioning work for Scrutiny Panels		As necessary
As necessary	Establishing Scrutiny Task Groups (agreeing Terms of reference and Reports)		As necessary

As necessary	Advising on Council's Policy Framework i.e. Sustainable Community Strategy (if any), Corporate Plan, Children and Young People's Plan, Local Transport Plan, Youth Justice Plan, 'Act Local in Worcestershire' framework, such other plans and strategies as required by law to form part of the Policy Framework		As necessary
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EXTRACT OF THE CABINET

FORWARD PLAN

FORMAL NOTICE OF KEY DECISIONS TO BE TAKEN BY, AND PRIVATE MEETINGS OF, CABINET (OR OTHER EXECUTIVE DECISION-MAKING BODY OR PERSON)

Forward Plan	Decision Not Before	Page No.
Approval to Change the Number of Pupils (and age range) at Local Authority Maintained Special Schools CMR Decision	16 August 2023	4
Approval of Worcestershire Strategy for Children and Young People with SEND Key Decision	28 September 2023	5
Revenue and Capital Budget Monitoring period 4	28 September 2023	6
Worcestershire Safeguarding Children Partnership Annual Report 2021/2022	28 September 2023	7
Shrub Hill Towns Fund Funding Agreement Key Decision	26 October 2023	8
Treasury Management Mid-Year Update	26 October 2023	9
Worcestershire County Museum Review of Lease	26 October 2023	10
Income and Debt Policy	23 November 2023	11
Revenue and Capital Budget Monitoring Period 6	23 November 2023	12
'Called In' Decisions or Scrutiny Reports Potentially Key Decision	Within the plan period	13
Notices of Motion Potentially Key Decision	Within the plan period	14

All entries will be for decision by Cabinet unless otherwise indicated

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