

OVERVIEW AND SCRUTINY PERFORMANCE BOARD 24 MAY 2019

MEMBER UPDATE, WORK PROGRAMME AND CABINET FORWARD PLAN

Summary

1. The Overview and Scrutiny Performance Board (OSPB) is asked to:
 - (a) Receive an update on emerging issues and developments within the remit of each member of the OSPB, including an update on each Overview and Scrutiny Panel and Task Group;
 - (b) Consider the 2018/19 Work Programme and consider whether it would wish to make any amendments;
 - (c) Note plans to refresh the Scrutiny Work Programme for 2019/20;
 - (d) Consider the Council's latest Forward Plan to identify:
 - any items it would wish to consider further at a future meeting; and
 - any items it would wish to refer to the relevant Overview and Scrutiny Panel for further consideration.

Member Updates

2. In order to ensure that Members of the OSPB are fully informed about issues relating to scrutiny in Worcestershire, communication between Members is essential. To assist in this, it has been agreed that an item will be placed periodically on the OSPB agenda to enable each member to feed back on emerging issues and developments within their remit. This will also provide an opportunity to highlight possible future agenda items. Regard for the Council's statutory requirements in relation to access to information will be critical.

3. Board Members' areas of responsibility are as follows:

- Adult Care and Well-Being Overview and Scrutiny Panel – Juliet Brunner
- Children and Families Overview and Scrutiny Panel – Fran Oborski
- Economy and Environment Overview and Scrutiny Panel – Alistair Adams
- Corporate and Communities Overview and Scrutiny Panel – Adam Kent
- Health Overview and Scrutiny Committee (HOSC) – Paul Tuthill
- Crime and Disorder – Rebecca Vale
- Quality Assurance – Liz Eyre

4. As part of their role, it was agreed by the Strategic Leadership Team (SLT) that scrutiny lead members should receive regular briefings from the Directorates they are shadowing. 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 OSPB members, the notes from these briefings (where produced) are available to all members electronically.

5. Members may also be leading scrutiny task groups. It will be important for Members of OSPB to be aware of how each scrutiny is developing so that they can fully consider the final report.

6. **Overview and Scrutiny Panel Chairmen are asked to feedback on:**

- **progress on the work of their Panels and any scrutiny task groups they are leading;**
- **key issues from the Directorate that may be appropriate for future scrutiny;**
- **performance information they have queries or concerns about;**
- **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.**

Work Programme

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

8. 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 8 November 2018.

9. The main responsibilities of the OSPB 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 OSPB 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 is asked to consider its 2018/19 Work Programme (attached at Appendix 1) and agree whether it would wish to make any amendments.

Refresh of the Scrutiny Work Programme 2019/20

12. Plans are now being made to refresh the Scrutiny Work Programme for 2019/20. Throughout May and June, Members and other stakeholders will be invited to suggest topics for future scrutiny. Informal sessions will be held immediately after July Panel meetings, where Panel Members will be asked to prioritise these suggestions.

13. The Overview and Scrutiny Performance Board will receive feedback on the Panels' discussions and agree the final scrutiny work programme at its July meeting. Council will be asked to agree the Work Programme in September.

Cabinet Forward Plan

14. The Board will wish to consider any issues arising from the Council's Forward Plan which is attached at Appendix 2.

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

16. The Board is asked to consider the Council's latest Forward Plan in order to identify:

- **Any items that it would wish to consider further at a future meeting;**
- **Any items that it would wish to refer to the relevant overview and scrutiny panel for further consideration.**

Supporting Information

Appendix 1: OSPB's 2018/19 Work Programme

Appendix 2: Forward Plan (as at 16 May 2019)

Contact Point for the Report

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Background Papers

In the opinion of the proper officer (in this case the Head of Legal and Democratic Services) there are no background papers relating to the subject matter of this report:

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