

Agenda

Overview and Scrutiny Performance Board

**Thursday, 19 November 2020, 2.00 pm
(online)**

Due to the current COVID-19 pandemic, Worcestershire County Council will be holding this meeting in accordance with the relevant legislative arrangements for remote meetings of a local authority. For more information please refer to: Local Authorities and Police and Crime Panels (Coronavirus) (Flexibility of Local Authority and Police and Crime Panel Meetings) (England and Wales) Regulations 2020.

Please note that this is a public meeting, conducted remotely by video conferencing between invited participants and live streamed for general access via a link on the Council's website to the Council's You Tube [Channel](#)

The Agenda papers and background papers can be accessed electronically on the Council's website. Members of the public and press are permitted to report on the proceedings

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

Thursday, 19 November 2020, 2.00 pm, County Hall, Worcester

Membership

Councillors:

Mr R M Udall (Chairman), Mrs E A Eyre (Vice Chairman), Mr A A J Adams, Mr A D Kent, Mrs F M Oborski, Mrs J A Potter, Mr P A Tuthill and Mrs R Vale

Co-opted Church Representatives (for education matters)

Mr B Allbut (Church of England)

Parent Governor Representatives (for education matters)

Vacancy (Secondary)

Agenda

Item No	Subject	Page No
1	Apologies and Welcome	
2	Declaration of Interest and of any Party Whip	
3	<p>Public Participation</p> <p>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 18 November 2020). Enquiries can be made through the telephone number/e-mail address below.</p>	
4	<p>Confirmation of the Minutes of the Previous Meeting</p> <p>(To follow)</p>	
5	Worcestershire County Council's Preparedness for the Domestic Abuse Bill 2021	
6	Performance, In-Year Budget Monitoring and 2021/22 Budget Scrutiny	
7	Scrutiny Proposal: Developer-Funded Highways Infrastructure and Section 278 Technical Approval	
8	Member Update, Work Programme and Cabinet Forward Plan	

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 Alyson Grice (01905 844962)/Samantha Morris 01905 844963 email: scrutiny@worcestershire.gov.uk

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

Item No	Subject	Page No

OVERVIEW AND SCRUTINY PERFORMANCE BOARD 19 NOVEMBER 2020

WORCESTERSHIRE COUNTY COUNCIL'S PREPAREDNESS FOR THE DOMESTIC ABUSE BILL 2021

Summary

1. At its meeting on 22 July 2020, the Board received an Interim report on the Council's response to COVID-19 in respect of Community Safety. During the discussion, it was noted that the Domestic Abuse Bill currently going through the House of Commons would place new duties on the Council. Accordingly, the Council's preparedness for the Domestic Abuse Bill was added to the Board's Work Programme.
2. This Report sets out the requirements for the new Domestic Abuse Bill and ways in which Worcestershire County Council (the Council) is preparing to be ready to implement the required statutory duties with its key partners.
3. The Cabinet Member with Responsibility (CMR) for Health and Wellbeing, the Director of Public Health and the Senior Public Health Practitioner have been invited to the Meeting.

Background

4. The Domestic Abuse Bill is currently passing through the House of Lords. The first reading was on 7 July 2020. The second reading is yet to be scheduled. The expectation is that Royal Assent will be given later in 2020 for the Bill to become Law in April 2021 and statutory duties to commence. The new national Domestic Abuse Commissioner designate is Nicole Jacobs.
5. The duties require Tier 1 local authorities to take leadership responsibilities for delivering the duties in partnership with Tier 2 local authorities to ensure safety and support for the whole family affected by domestic abuse. This includes provision of accommodation and support for survivors of domestic abuse, work with perpetrators to help prevent domestic abuse and establishment of community champions to ensure that support is maintained in the community. The duties will be informed by the growing evidence base of effectiveness and best practice to improve quality standards and national reporting to be implemented across England.
6. Statutory duties for Tier 1 local authorities require them to convene a multi-agency Local Partnership Board (LPB) to support performing certain specified functions. These will be to:
 - Assess the need and demand for accommodation-based support for all victims and their children, including those who require cross-border support.
 - Develop and publish strategies for the provision of support to cover the locality and diverse groups of victims.

- Give effect to strategies by making commissioning / de-commissioning decisions
- Meet the support needs of victims and their children
- Monitor and evaluate local delivery
- Report back to central Government

7. Statutory duties for district, borough and city councils and London Boroughs require them to co-operate with Tier 1 authorities.

8. Statutory duties for the Ministry of Housing, Communities and Local Government (MHCLG) require them to produce the statutory guidance for local authorities to adhere to in exercising their functions in implementing the requirements of the Domestic Abuse Bill.

9. The total budget allocation for each Local Authority will be determined in the Autumn Spending Review to implement the requirements of the Act. Following consultation on guidance, the Ministry for Housing, Communities and Local Government will publish final allocations subject to the Domestic Abuse Bill receiving Royal Assent. An interim award has been made to Local Authorities to support the development of processes to ensure readiness for delivery of the statutory duty in April 2021.

Issues for the Board to consider

Development of a Local Partnership Board

10. Current strategic management of domestic abuse delivery is governed through the Domestic Abuse Forum, which meets twice a year, chaired by the Director of Public Health. The Forum is accountable to the Safer Communities Board. Representation includes senior members from local authorities, Worcestershire Children First, Clinical Commissioning Group, Police, Probation and key voluntary sector organisations involved in delivering services. A review is currently being undertaken to ensure the development of this strategic group will be able to meet statutory requirements post 2021 for monitoring and reporting information. Existing local governance can be adapted for this purpose and a shadow board can become operational in this intervening period. This will include appropriate representation from people with lived experience and their children to inform this process and ensure their views are considered in order to improve quality and outcomes.

Current services for domestic abuse prevention and support in Worcestershire

11. Current services for Domestic Abuse in Worcestershire include emergency and safe house provision commissioned by the Council and support services provided by West Mercia Women's Aid. These support services include 24- hour help line, group work and 1:1 support to improve safety and outcomes for survivors of domestic abuse and their children.

12. This provision has recently been enhanced by development of community capacity via the Domestic Abuse Working Network (DAWN) pilot project delivered by Worcester Community Trust in Worcester City and South Worcestershire funded by the District Councils and an additional grant from the Ministry for Housing, Communities and Local Government. This has facilitated additional outreach

support to individuals affected by domestic abuse who may wish to leave the family home and provide training for housing officers in domestic abuse to help improve outcomes.

13. Specialist services for families affected by domestic abuse (Independent Violence Advisors (IDVAS)) are commissioned by the West Mercia Police and Crime Commissioner (PCC). They work closely with the NHS and Worcestershire Children First to reduce the risk and harm for children and families affected by domestic abuse. Worcestershire is also a national pilot site for a perpetrator programme providing evidence-based interventions to help reduce the incidence of domestic abuse, commissioned jointly by the Council and the PCC.

14. Worcester Children First have recently launched a pilot programme working with children and families, which includes delivery of interventions to reduce harms associated with domestic abuse affecting children and family safeguarding.

15. The impact of COVID-19 on domestic abuse has indicated increasing referrals and raised risk levels for all Worcestershire domestic abuse support provision, particularly the phone line. Interventions have been delivered using virtual and digital platforms as well as face to face when appropriate. Refuges and safe house provision have been able to meet isolation requirements, but this has led to consideration of the need for more separate units of accommodation in the future. This is shortly to be reviewed by local authorities, and housing providers in partnership with West Mercia Women's Aid.

Development of a Needs Assessment to inform future Domestic Abuse Strategy

16. The MHCLG are shortly to publish a Needs Assessment template to ensure standardised collection of data and information for all local authorities in England. This process will include information from partners, stakeholders and people with lived experience in addition to drawing on evidence of best practice to inform the development of a future commissioning strategy in line with statutory requirements.

17. Work has already commenced to collect appropriate data and information for Worcestershire in partnership with district housing officers, domestic abuse services and public health to complete this needs assessment. The PCC has also recently completed a needs assessment to inform the West Mercia Domestic Abuse Strategy, which includes Worcestershire. The aim will be to align this information to co-ordinate an approach in the future to ensure the needs of individuals and children affected by domestic abuse are being met, pooling resources where this is appropriate and sharing best practice.

Future commissioning arrangements

18. New commissioning arrangements for domestic abuse services are being discussed between the Council, Police and Clinical Commissioning Group representatives in Worcestershire and West Mercia to ensure that the accommodation and support needs will be met in line with statutory duties. Current contracts have been extended for this process to take place. Future delivery will include the continuation of sustainable accommodation, specialist and community support services for survivors, and their children following completion of the review

and needs assessment and alignment with the domestic abuse strategic objectives. There is a need to meet specialist requirements for vulnerable groups with more complex needs and cross border issues between local authorities to ensure safe accommodation provision for survivors and children.

Next steps

19. A sub-group of the Domestic Abuse Forum has been set up to consider the requirements set out above and will continue to meet monthly to ensure the Council is ready to implement its new statutory duties. The Domestic Forum, Safer Communities Board, Clinical Commissioning Group and Strategic Housing Partnership have all been briefed on the Bill and its requirements.

20. The Council has well developed partnerships in place to inform strategic decision making and commissioning arrangements for the future to continue to ensure high quality, appropriate support and sustainable accommodation is available to families and children affected by domestic abuse.

Purpose of the Meeting

21. The Board is asked to:

- consider the information in this report:
- determine whether any further information or scrutiny on a topic is required; and
- agree whether it would wish to make any comments to the Cabinet Member with Responsibility for Health

Supporting Information

Appendix 1 – presentation slides

Contact Points

Contact details for further information or questions about the report
Rosie Winyard Senior Practitioner in Public Health Tel: 01905 843704
rwinyard@worcestershire.gov.uk

Samantha Morris, Scrutiny Co-ordinator Tel: 01905 844963
Email: sjmorris@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:

[The Domestic Abuse Bill](#)

[Agenda and Minutes of the Overview and Scrutiny Performance Board 22 July 2020](#)

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

Overview and Scrutiny Performance Board

19 November 2020

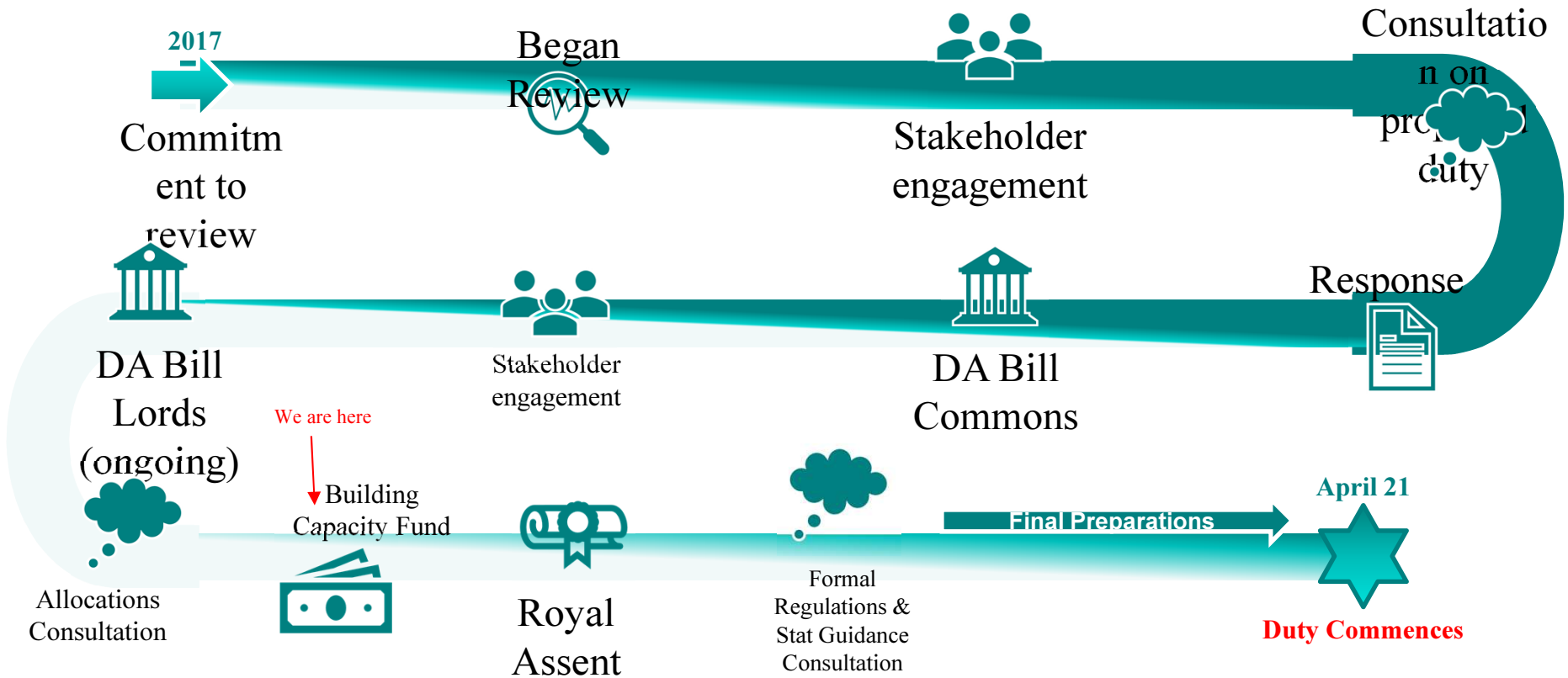
Rosie Winyard

Senior Practitioner in Public Health

Aims:

1. Overview of Domestic Abuse Bill
2. Local implementation guidance
3. Local Partnership Board and governance
4. Current contracts
5. Needs Assessment
6. Commissioning strategy
7. Next steps

Brief Overview



Key features of Domestic Abuse Bill

- Includes range of accommodation-refuge, sanctuary schemes, supported housing
- Providing appropriate support services as well as accommodation
- Informed by data and evidence of what works to inform quality and best practice across England
- Ensure service user voice-adults and children are represented at all levels of design and delivery
- Partnerships with commissioners, providers, cross boundary working

Domestic Abuse Statutory Duty Tier 1 LA

1. Tier 1 local authorities will be required to convene a multi-agency Local Partnership Board (LPB) to support them in performing certain specified functions. These will be to:
 - **Assess the need and demand** for accommodation-based support for all victims and their children, including those who require cross-border support.
 - **Develop and publish strategies** for the provision of support to cover the locality and diverse groups of victims.
 - **Give effect to strategies by making commissioning / de-commissioning decisions**
 - **Meet the support needs of victims and their children**
 - **Monitor and evaluate local delivery**
 - **Report back to central Government**
2. A duty on MHCLG SoS to produce the Statutory Guidance;
3. A duty for LAs to have regard to Statutory Guidance in exercising the above functions; and,
4. A duty on Tier 2 district, borough and city councils and London Boroughs to co-operate with Tier 1 authorities.

Accountability and Reporting

Needs Assessment

- A standardised needs assessments will be developed to support LAs in assessing local need and demand on services

Local strategies

- LAs will be required to develop and publish a robust local strategy based on the needs assessment.

National Oversight

Reporting

- LAs will be required to report back to government via a standardised reporting format

National Steering Group

- A Ministerial-led National Steering Group will be established to monitor outcomes

Providing support to all victims and their children

We recognise the importance of ensuring all victims of domestic abuse have access to the right support when they need it.

The clauses in the Domestic Abuse Bill aims to ensure local authorities, with support from their LPBs, have the right knowledge and steps in place to accommodate the needs of all victims.

What must happen to implement Domestic Abuse Bill locally 2021?

1. Review current strategic governance arrangements to ensure meets requirements
2. Plan development of Local Partnership Board
3. Complete Needs Assessment and revise domestic abuse strategy for Worcestershire to ensure meets recommendations
4. Review commissioning approach to ensure includes reference to whole family support for survivors, perpetrators and children
5. Communication including people with lived experience to inform strategy and service delivery

1. Development of Partnership Board

- Responsibility to implement statutory guidance
- Functions-needs assessment, strategy development, data management and reporting nationally and locally, planning and delivery to improve outcomes
- Governance and accountability
- Representation of key stakeholders-commissioners, service providers, service users adults and children, minority group representation to address inequalities
- Communication

2. Needs Assessment planning

- Mapping
- Identifying pathway from crisis to recovery
- Evidence from services and service user experience
- ONS and police reports, homeless data
- Ethnicity, age, income, household structure
- Vulnerable groups
- Placements, refusals, length of stay, demands and gaps, risk levels
- Types of accommodation-gaps, housing options

3. Commissioning Strategy

Current

- Dependent on funding streams and pilots
- Different priorities and timelines for PCC, WCC, WCF and Districts
- Different arrangements across West Mercia LAs
- Minimal dedicated specific provision for children
- No co-ordinated reporting of outcomes, value for money

Future

- Alignment of some contracts
- Co-commissioning for Domestic Abuse contracts
- Extend footprint across West Mercia if possible
- Include accommodation, support for survivors, perpetrators, children
- Standardised reporting via Local Partnership Board

Gaps in commissioning strategy

- How are the voices of individuals and children incorporated into future planning?
- Cross border issues?
- How do we include commissioning of integrated support for families including children?
- WMWA reviewing refuge provision with Citizen housing association and Rooftop to meet requirements for self isolation due to CV19
- Future funding streams?

Next steps

- **Nationally-**

Funding

Guidance

Needs Assessment template

- **Locally-**

Accommodation review and need v demand

Task and finish group to discuss Partnership Board arrangements

Needs Assessment planning

Commissioning strategy

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OVERVIEW AND SCRUTINY PERFORMANCE BOARD 19 NOVEMBER 2020

PERFORMANCE, IN-YEAR BUDGET MONITORING AND 2021/22 BUDGET SCRUTINY

Summary

1. The Board is asked to consider the feedback provided by Scrutiny Panel Chairmen following the discussion of performance information and in-year budget monitoring information relating to Quarter 2 2020/21 (June to September). In addition, Chairmen will also be able to feedback on the emerging challenges for services for the 2021/22 Budget identified by Directorates during recent Scrutiny meetings.

Background

2. Performance and financial monitoring are part of the Scrutiny Panels' role in maintaining oversight of service provision and a key role for Scrutiny.

3. As previously agreed by the Board, Scrutiny Panels will carry out quarterly performance and financial monitoring, and then report to the Board by exception any areas of concern or suggestions for further scrutiny.

4. At the November Scrutiny Panel meetings, Members were provided with performance information and in-year budget monitoring reports. The Panels welcomed the information and gave both general and panel specific feedback which is being considered (and incorporated where possible) for future reports.

5. As part of the Budget Scrutiny process for 2021/22, Directorates were asked to identify the emerging pressures and challenges for services.

Purpose of the Meeting

6. The Board is asked to:
- consider and comment on the feedback from Scrutiny Panel Chairmen following the discussion of Quarter 2 2020/21 (June to September) performance and finance monitoring information;
 - consider the comments provided by Panel Chairmen on emerging challenges for the 2021/22 Budget and
 - determine whether any further information or scrutiny on a particular topic is required.

Contact Point for this Report

Samantha Morris, Scrutiny Co-ordinator Tel: 01905 844963
Email: sjmorris@worcestershire.gov.uk

Background Papers

In the opinion of the proper officer (in this case the Assistant Director of Legal and Governance) the background papers relating to the subject matter of this report:

Agenda and minutes of:

- [Children and Families Overview and Scrutiny Panel](#) – 13 November 2020
- [Corporate and Communities Overview and Scrutiny Panel](#) – 18 November 2020
- [Economy and Environment Overview and Scrutiny Panel](#) – 9 November 2020
- [Adult Care and Well-Being Overview and Scrutiny Panel](#) – 18 November 2020

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

OVERVIEW AND SCRUTINY PERFORMANCE BOARD 19 NOVEMBER 2020

SCRUTINY PROPOSAL: DEVELOPER-FUNDED HIGHWAYS INFRASTRUCTURE AND SECTION 278 TECHNICAL APPROVAL

Summary

1. The Overview and Scrutiny Performance Board (OSPB) is asked to consider the Scrutiny proposal for Developer-funded Highways Infrastructure and Section 278 Technical Approval.

Background

2. Developer-funded highways infrastructure is infrastructure which involves changes being made to public highways.
3. A section 278 agreement (or s278) is a section of the Highways Act 1980 that allows developers to enter into a legal agreement with the Council (as the Highway Authority) to make permanent alterations or improvements to a public highway, as part of a planning approval. Examples include new or changed access into a development site (i.e. a bell mouth, roundabout, signalised junction, right turn lane or a simple priority junction).
4. During its performance monitoring process, the Council's Economy and Environment Overview and Scrutiny Panel has expressed concern about the time taken for developer-funded highways infrastructure works to be completed. Specific areas of concern include the length of the overall process and the time taken for the Council to approve planning submissions from developers.
5. The delay in completing developer-funded highways infrastructure works impacts on local communities, road users and businesses, therefore this has identified this area as a priority for further Scrutiny.
6. The proposed Terms of Reference are to investigate:
 - How to get developer-funded Highways Infrastructure built quicker for the benefit of residents and road users
 - How the Council can help ensure the planning conditions imposed on developers to build key highways infrastructure by certain deadlines are met.
7. It is proposed that Councillor Alastair Adams, Chairman, Economy and Environment Overview and Scrutiny Panel be asked to lead this Task Group.
8. A Scrutiny Proposal is attached at Appendix 1.

Issues Suitable for Scrutiny

9. 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?

Next Steps

10. Other points which need to be taken into account when considering whether to review a particular issue are:

- is the subject specific? – to ensure that task groups understand exactly what they are scrutinising; and
- is it achievable within a realistic timescale?

11. Members are asked to take into account issues raised above and:

- (a) determine whether they wish to set up a scrutiny task group to look at Developer-funded Highways Infrastructure & Section 278 Technical Approval and, if so,
- (b) to consider, comment on and agree the terms of reference and scrutiny proposal and the timing of the Task Group.

Supporting Information

Appendix 1 – Scrutiny Proposal: Developer-funded Highways Infrastructure & Section 278 Technical Approval (to follow).

Specific Contact Points for this Report

Samantha Morris, Scrutiny Co-ordinator 01905 844963 sjmorris@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 Economy and Environment Overview and Scrutiny Panel on 11 September and 4 August 2020, 21 November 2019, 15 September 2017 and 1 July 2016 [web-link to agendas and minutes](#)

OVERVIEW AND SCRUTINY PERFORMANCE BOARD 19 NOVEMBER 2020

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 Work Programme for 2020/21 and agree whether it would wish to make any amendments;
 - (c) 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 feedback 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 – Jane Potter
- Children and Families Overview and Scrutiny Panel – Fran Oborski
- Economy and Environment Overview and Scrutiny Panel – Alastair 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 10 September 2020.

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 2020/21 Work Programme (attached at Appendix 1) and agree whether it would wish to make any amendments.

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 routinely considered at each meeting of OSPB (attached at Appendix 2).

13. 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: 2020/21 Work Programme

Appendix 2: Forward Plan (as at 11 November 2020)

Contact Point for the Report

Samantha Morris, Scrutiny Co-ordinator/Tel: 01905 844963

Email: sjmorris@worcestershire.gov.uk

Background Papers

In the opinion of the proper officer (in this case the Assistant Director of Legal and Governance) 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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OSPB 2020/21 OSPB WORK PROGRAMME

Date of Meeting	Issue for Scrutiny	Date of Last Report	Notes/Follow-up Action
19 November 2020	Worcestershire County Council's preparedness for the Domestic Abuse Bill		
	Performance and In-Year Budget Monitoring and 2021/22 Budget Scrutiny		
	Member Update, Work Programme and Cabinet Forward Plan	Every meeting	
9 December 2020	Member Update, Work Programme and Cabinet Forward Plan	Every meeting	
6 January 2021	Care Work as a Career Scrutiny Report – progress against recommendations	January 2021	Care Work as a Career Scrutiny Report – progress against recommendations
	Scrutiny Report: The County Council's Energy Purchasing Arrangements		
	Member Update, Work Programme and Cabinet Forward Plan		
3 February 2021	Budget Scrutiny: 2021/22	Annually	
	Member Update, Work Programme and Cabinet Forward Plan		
TBC	Annual WCC Community Safety Update	24 July 2019	To be looked at annually
TBC	Worcestershire LEP Annual Update	23 May 2018 24 May 2019	To be looked at annually

Date of Meeting	Agenda Item(s)	Date of Last Report	Notes/Follow-up Action
TBC	Children and Young People Strategic Partnership Report		Policy Framework Report
Possible Future Items			
TBC	Draft Scrutiny Report: Children and Adolescent Mental Health Services (CAMHS)	10 December 2019	Scrutiny Task Group paused due to COVID-19
TBC	Draft Scrutiny Report: Gateway Drugs and Young People	10 December 2019	Scrutiny Task Group agreed but not started due to COVID-19
TBC	Draft Scrutiny Report: Elective Home Education	28 November 2018	Scrutiny Task Group agreed but not started due to other priorities
TBC	Update on Trading Standards (including reporting mechanisms)		Suggested at 22 July 2020 meeting
n/a	Social Mobility ie the movement of individuals, families, households, or other categories of people within or between social strata in a society. It is the opportunity for those from underprivileged backgrounds to break the boundary of their social class – this would be cross cutting		
Standing Items			
n/a	Commissioning work for Scrutiny Panels	As required	
n/a	Establishing Scrutiny Task Groups (agreeing Terms of reference and Reports)	As required	

Date of Meeting	Agenda Item(s)	Date of Last Report	Notes/Follow-up Action
n/a	Call-ins	As required	
n/a	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	As required	

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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	Expected Date of Decision	Page No.
Land Acquisition Key Decision	19 November 2020	4
Revenue and Capital Budget Monitoring Potentially Key Decision	19 November 2020	5
Worcestershire Wheels to Work	19 November 2020	6
2021/22 Budget and Council Tax New Entry	10 December 2020 & 4 February 2021	7
Adoption of the Worcestershire County Council Ultra Low Emission Vehicle Policy and Ways of Working New Entry – Key Decision	10 December 2020	8
Fair Funding for Schools 2021/22 – National and Local Funding Arrangements for Schools New Entry – Key Decision	10 December 2020	9
PPL Exit and Service Insourcing New Entry – Key Decision	10 December 2020	10-11
'Called In' Decisions or Scrutiny Reports Potentially Key Decision	Within the plan period	12
Notices of Motion Potentially Key Decision	Within the plan period	13

All entries will be for decision by Cabinet unless otherwise indicated

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