

# Agenda

## Overview and Scrutiny Performance Board

**Wednesday, 3 February 2021, 10.00 am  
(held 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 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 Wednesday, 3 February 2021, 10.00 am, Online

### Membership

#### Councillors:

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

#### 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	<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 Assistant Director for Legal and Governance 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 2 February 2021). 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>Budget Scrutiny: 2021/22, Performance and In-Year Budget Monitoring</b>	1 - 2
6	<b>Member Update, Work Programme and Cabinet Forward Plan</b>	3 - 12

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](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 3 FEBRUARY 2021**

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

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#### **Summary**

1. The Leader and Chief Executive have been invited to attend the meeting to update Members on the budget proposals and hear the feedback from Panel Chairmen following the Overview and Scrutiny Panels' discussions on the 2021/22 draft budget during the January/February Panel meetings.
2. Panel Chairmen will also provide an update on Quarter 3 (October-December 2020) performance monitoring and financial information for period 8 2020/21
3. Following the discussion, the Board will agree comments to be considered by Cabinet on 4 February 2021.

#### **Background**

4. On 7 January 2021, the Council's draft Budget for 2021/22 was approved by Cabinet for consultation and is attached at Appendix 1 2021/22. The Draft Budget and Medium-Term Financial Plan Update 2022-24 is being discussed at Cabinet on 4 February 2021 and is attached at Appendix 2 (to follow).
5. As part of the Council's development of the 2021/22 Budget, the Overview and Scrutiny Panels have considered the budget proposals at their recent meetings.
6. Prior to this, Directorates were asked to set out the emerging pressures and challenges for services, which were discussed at the Scrutiny Panel meetings in November 2020 and a weblink is included in the background papers.
7. The Chairman of each scrutiny panel has been asked to share feedback with the OSPB and agreed comments will then be submitted to Cabinet and Council.
8. Comments from the meetings of the Overview and Scrutiny Panels are attached at Appendix 3 (to follow).
9. The final Budget will be agreed by County Council on 18 February 2021.

#### **Performance and In-Year Budget Monitoring**

8. For this year's Budget scrutiny, Panel members have had the advantage of having carried out regular budget and performance monitoring throughout the year, the outcomes of which have been fed back regularly to the Board.
9. The Board is asked to consider the feedback provided by Scrutiny Panel Chairmen following the recent discussion of Quarter 3 (October-December 2020) performance monitoring and financial information for period 8 2020/21.

## Purpose of the Meeting

Following discussion of the information provided, the Board is asked to:

- consider the feedback from the Overview and Scrutiny Panels' discussions of the draft 2021/22 Budget and agree comments for consideration by Cabinet on 4 February 2021.
- determine if there are any comments to highlight to the Leader or Chief Executive relating to the in-year budget
- consider whether any further information or scrutiny on a particular topic is required.

## Supporting Information

Appendix 1: Draft 2021/22 Budget [Cabinet Agenda Report](#) 7 January 2021

Appendix 2: Draft Budget and Medium-Term Financial Plan Update 2022-24 [Cabinet Agenda Report](#) 4 February 2021 (Copy issued to Board members (to follow))

Appendix 3: Scrutiny of 2021/22 draft budget – comments from Overview and Scrutiny Panels (to follow).

## Contact Points

Samantha Morris, Overview and Scrutiny Co-ordinator, Tel: 01905 844963

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

## Background Papers

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

- [Agendas and Minutes](#) of the Overview and Scrutiny Panels in November 2020 and January/February 2021

## **OVERVIEW AND SCRUTINY PERFORMANCE BOARD 3 FEBRUARY 2021**

### **MEMBER UPDATE, WORK PROGRAMME AND CABINET FORWARD PLAN**

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#### **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 26 January 2021)

### **Contact Point for the Report**

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

Email: [sjmorris@worcestershire.gov.uk](mailto: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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## OSP 2020/21 OSPB WORK PROGRAMME

Date of Meeting	Issue for Scrutiny	Date of Last Report	Notes/Follow-up Action
3 February 2021	Budget Scrutiny: 2021/22 Performance and In-Year Budget Monitoring/Budget Scrutiny (Finance/Performance Q3 October - December 2020)	Annually Quarterly	
	Member Update, Work Programme and Cabinet Forward Plan		
17 March 2021	Update on the Recommendations from Scrutiny Report: The County Council's Energy Purchasing Arrangements		
	Arrangements for Crime & Disorder Scrutiny		
	Member Update, Work Programme and Cabinet Forward Plan		
TBC	Worcestershire LEP Annual Update	23 May 2018 24 May 2019	
TBC	Annual WCC Community Safety Update	24 July 2019	To be looked at annually
TBC	Children and Young People Strategic Partnership Report		Policy Framework Report
TBC	Update on Worcestershire County Council's Preparedness for the Domestic Abuse Bill 2021	19 November 2020	Update to be provided when confirmation of government funding is received
<b>Possible Future Items</b>			

Date of Meeting	Agenda Item(s)	Date of Last Report	Notes/Follow-up Action
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	Draft Scrutiny Report: Developer-Funded Highways Infrastructure and Section 278 Technical Approval		
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		
<b>Standing Items</b>			
n/a	Commissioning work for Scrutiny Panels	As required	
n/a	Establishing Scrutiny Task Groups (agreeing Terms of reference and Reports)	As required	
n/a	Call-ins	As required	

Date of Meeting	Agenda Item(s)	Date of Last Report	Notes/Follow-up Action
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)

	Expected Date of Decision	Page No.
<a href="#">2021/22 Budget and Council Tax</a>	4 February 2021	4
<a href="#">PPL Exit and Service Insourcing</a> Key Decision	4 February 2021	5
<a href="#">Admission Arrangements for Community and Voluntary Controlled Schools for 2022/23, including Published Admission Numbers and Co-ordinated Admission Scheme 2022/23 for Worcestershire Schools</a> Key Decision	4 February 2021	6
<a href="#">Council-Provided Day Services for Adults with a Learning Disability</a> Key Decision	4 February 2021	7
<a href="#">School Organisation and Sufficiency including Recommendation for Provision in Worcester City</a> Key Decision	4 February 2021	8
<a href="#">Scrutiny Report – The Council’s Energy Purchasing Arrangements</a>	4 February 2021	9
<a href="#">Hampton Bridge Project</a> Key Decision	18 March 2021	10
<a href="#">Kepax Bridge Project</a> Key Decision	18 March 2021	11
<a href="#">Proposed Delivery Model for Medical Education Provision in Worcestershire</a> Key Decision	18 March 2021	12
<a href="#">Redditch Railway Quarter</a> Key Decision	18 March 2021	13
<a href="#">Worcestershire Children First Business Plan 2021/22</a> New Entry – Key Decision	18 March 2021	14
<a href="#">‘Called In’ Decisions or Scrutiny Reports</a> Potentially Key Decision	Within the plan period	15
<a href="#">Notices of Motion</a> Potentially Key Decision	Within the plan period	16

All entries will be for decision by Cabinet unless otherwise indicated

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