

Agenda

Overview and Scrutiny Performance Board

Wednesday, 7 December 2022, 10.00 am
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, 7 December 2022, 10.00 am, County Hall,
Worcester

Membership

Councillors:

Cllr Tom Wells (Chairman), Cllr Alan Amos (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 T Reid (Church Representative - Church of England)

Parent Governor Representatives (for education matters)

Mr M Hughes (Parent Governor Representative)

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 Democratic Governance and Scrutiny Manager (Interim Monitoring Officer) 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 Tuesday 6 December 2022). 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 Meetings (previously circulated).	
5	Budget Scrutiny 2023/24	1 - 2

Agenda produced and published by the Democratic Governance and Scrutiny Manager (Interim Monitoring Officer) 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@worcestershire.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
6	Scrutiny Chairmen and Lead Member Update	3 - 12

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 7 DECEMBER 2022

BUDGET SCRUTINY 2023/24

Summary

1. The Leader and Chief Executive have been invited to attend the meeting to update Members on the new and emerging pressures for the Council likely to impact on the 2023/24 budget and medium-term financial plan.

Budget Scrutiny 2023/24

2. For this year's Budget scrutiny, Scrutiny Panels have had the advantage of having carried out regular budget and performance monitoring throughout the year, with the opportunity to review how resources are allocated, monitor how they are used, examine their impact and if needed carry out additional Scrutiny as required.
3. The outcomes of the ongoing monitoring process have been fed back regularly to the Board.
4. The draft Council Budget 2023/24 will be presented to Cabinet on 5 January 2023 following which the proposals will be available for Scrutiny Panels to consider. The Board will then have the opportunity to feed its comments on the Budget Proposals to Cabinet on 2 February 2023.
5. The final budget proposals will be considered by Council at its meeting on 16 February 2023.

Purpose of the Meeting

6. Following the discussion, the Board is asked to discuss and agree the process for Scrutiny of the 2023/24 Budget.

Contact Points

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

Background Papers

In the opinion of the proper officer (in this case the Democratic Governance and Scrutiny Manager (Interim 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 7 DECEMBER 2022

SCRUTINY CHAIRMEN AND LEAD MEMBER UPDATE

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 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 14 July 2022.

8. The Board is asked to consider its 2022/23 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?

Cabinet Forward Plan

11. 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 (attached at Appendix 2) for consideration.

Purpose of the Meeting

12. 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:
 - 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 2022 Work Programme
- Appendix 2: Forward Plan [Forward Plan 2022](#)

Contact Point for the Report

Samantha Morris, Overview and Scrutiny Manager - Tel: 01905 844963
Email: sjmorris@worcestershire.gov.uk

Background Papers

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

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Overview and Scrutiny Performance Board – 2022/23 Work Programme

Date of Meeting	Issue for Scrutiny	Date of Last Report	Notes/Follow-up Action
7 December 2022	New and emerging pressures for the Council likely to impact on the 2023/24 budget and medium-term financial plan		
	Scrutiny Chairmen and Lead Member Update		
30 January 2023	Budget Scrutiny		
	Drugs and Alcohol Strategy		
	Draft Scrutiny Report: Developer-Funded Highways Infrastructure and Section 278 Technical Approval	19 November 2020	Task Group started October 2021
	Draft Scrutiny Report: Children and Adolescent Mental Health Services (CAMHS)	10 December 2019	Task Group started December 2021
	Scrutiny Chairmen and Lead Member Update		
27 February 2023	Scrutiny Chairmen And Lead Member Update		
29 March 2023	Update on the Worcestershire Response To Invasion of Ukraine	23 March 2022 26 April 2022 29 September 2022	
	Scrutiny Chairmen and Lead Member Update		
27 April 2023	Review of the Overview and Scrutiny Work Programme	30 September 2021 29 June 2022	To be endorsed by Council in May 2023
	Scrutiny Chairmen and Lead Member Update		

Date of Meeting	Agenda Item(s)	Date of Last Report	Notes/Follow-up Action
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Possible Future Items			
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26 June 2023	Update on the 2022-27 Corporate Plan		
TBC	Update on the relocation of Redditch Library	25 October 2022	
TBC	Draft Scrutiny Report: Education, Health and Care Plans (EHCPs)		
TBC	Draft Scrutiny Report: Elective Home Education	10 December 2019	Scrutiny Task Group paused due to COVID-19
TBC	Crime and Disorder - Safety of Worcestershire Parks and open spaces (Crime and Disorder)		Suggested at 30 September 2021 Meeting
TBC	Income Generation		Suggested at 17 March 2020 meeting
TBC	Update on Trading Standards (including reporting mechanisms)		Suggested at 22 July 2020 meeting

Standing Items			
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Each meeting	Scrutiny Chairmen And Lead Member Update (including Quarterly Performance and In-Year Budget Monitoring - Feedback from Scrutiny Panels where appropriate)	Each meeting	
November – January (as appropriate)	Budget Scrutiny	Annually	

Date of Meeting	Agenda Item(s)	Date of Last Report	Notes/Follow-up Action
April	Review of Overview and Scrutiny Work Programme	Annually	To be endorsed by Council in May
October	Annual Crime and Disorder Meeting	20 October 2022	
September	Annual Update from Worcestershire Local Enterprise Partnership (LEP)	29 September 2022	
As necessary	Call-ins		
As necessary	Commissioning work for Scrutiny Panels		
As necessary	Establishing Scrutiny Task Groups (agreeing Terms of reference and Reports)		
As necessary	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		

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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.
Fair Funding for Schools 2023/24 – National and Local Funding Arrangements for Schools Key Decision	8 December 2022	4
Full Business Plan for the A38 Corridor, Bromsgrove Route Enhancement Programme Key Decision	8 December 2022	5
Resources Report – Revenue Budget Monitoring - Month 7 (31 October) 2022/23	8 December 2022	6
2023/24 Budget and Council Tax	5 January 2023	7
Adult Social Care Charging Review Key Decision	2 February 2023	8
Adult Social Care – Finance Operational Services: Fees and Charges Key Decision <i>New Entry</i>	2 February 2023	9
2023/24 Budget and Council Tax	2 February 2023	10
School Organisation and Education Sufficiency Update (Including update on new Worcester Secondary School) Key Decision	2 February 2023	11
Worcestershire Streetscape Design Guide Approval Key Decision	30 March 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

