

Scrutiny Annual Report 2014/15

Health & Adult Care

Co-operative & Communities

Children & Young People

Housing, Economy & Infrastructure

Budget & Finance

Scrutiny Management Board



Telford & Wrekin
COUNCIL

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Chair's Foreword

This report demonstrates the range of issues that the Scrutiny Committees have worked on over the last 3 years. As well as scrutinising the services provided by the Council and holding the Council's Executive Members to account, I am pleased that the Committees continue to work with other organisations across Telford and Wrekin. The Joint Health Overview and Scrutiny Committee continues to look at the provision of health services and the Children and Young People's Scrutiny Committee met with 11 different organisations as in the first stage of the review on multi-agency working against child sexual exploitation.

As the financial pressures on the Council and other public sector organisations continue, there will be difficult decisions about the Government cuts that we will have to implement. The Scrutiny Committees will continue to look at the financial impact of these decisions and also the effect of the Government cuts on our service users and local communities.

I want to thank everyone who has contributed to the work of the Scrutiny – the members of the committees, officers who have worked with us, service users, partner organisations, and the Cabinet Members who have been held to account by the Management Board and responded positively to our recommendations.

Cllr. Shirley Reynolds
Lead Scrutiny Member
Chair of Scrutiny Management Board

Purpose of Scrutiny

Scrutiny was established in local authorities by the Local Government Act 2000. It was intended as a counter-weight to the new executive structures created by the Act (elected mayors or leaders and cabinets). Scrutiny's role was to develop and review policy and make recommendations to the Council. The current legislative provisions for overview and scrutiny committees are mostly contained in the Localism Act 2011, which inserts several new sections into the 2000 Act largely around scrutiny of external organisations.

Telford & Wrekin Council is made up of 54 elected members but only nine of them are in the Cabinet (Executive) which is the main decision making body of the Council. This places a lot of responsibility with a small number of elected members.

Scrutiny is a way for elected members who are not in the Cabinet to be involved in shaping the work of the Council. Scrutiny members can also scrutinise local NHS services and services provided by some other organisations. Scrutiny acts as the voice of local people to ensure council policies and decisions are in the best interest of residents and make the best use of available resources.

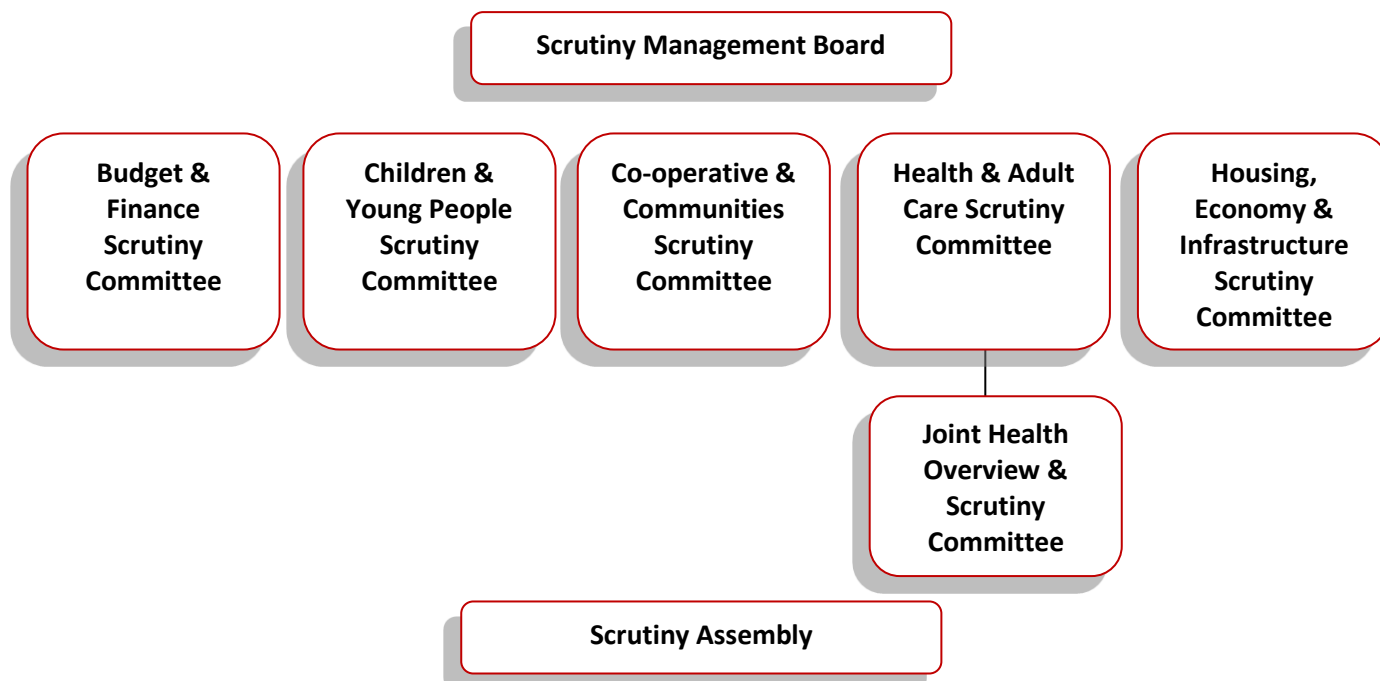
Scrutiny works in two main ways:

- a) By "holding to account" Cabinet members and other decision makers. Scrutiny can question and challenge Cabinet members (or other decision makers) in public about their decisions and about service performance. This helps ensure that decisions are transparent and in the best interest of local people.
- b) By carrying out reviews of particular issues or services. Scrutiny can investigate any Council service, or services delivered by some other organisations, and make recommendations to Cabinet or where appropriate to partner organisations. The Cabinet does not have to accept scrutiny's recommendations but must respond in public to say why. An important part of scrutiny work is to seek the views of service users, providers and members of the public as appropriate.

Scrutiny work is carried out by scrutiny members who sit on Scrutiny Committees. The Scrutiny Committees and their work are described in the following sections of this report.

Scrutiny Arrangements

During 2014/15 Telford and Wrekin Council had five Scrutiny Committees and a Scrutiny Management Board. The diagram below shows the scrutiny committee structure.



Scrutiny Assembly

The Scrutiny Assembly is the collective term for all scrutiny members (all elected councillors except Cabinet members and the Mayor) and scrutiny co-optees. The co-optees are members of the public and Town & Parish Councillors who have been appointed to a scrutiny committee for their expertise or to represent certain organisations or groups. The Scrutiny Assembly is consulted on decisions affecting scrutiny and the way it is carried out.

Scrutiny Committees

The scrutiny committees are the main vehicles for carrying out scrutiny work. There are eight elected members on each committee who are appointed at Annual Council in line with the political balance of the Council, of one whom is appointed as Chair. There are also between one and six co-optees on each Committee. The Committees decide their own work programme and some reviews may be carried out jointly by more than one committee. The main meetings of the committees are held in public and the agendas and papers are published on the Council's website:

http://www.telford.gov.uk/site/scripts/documents_info.aspx?categoryID=200033&documentID=461

Scrutiny Management Board

The Scrutiny Management Board is made up of the Scrutiny Chairs and other scrutiny members to make the Board politically balanced, currently seven in total. The Board is responsible for strategic oversight of the scrutiny function and determining

the priorities for scrutiny, the allocation of resources and performance monitoring. The Board holds Cabinet members (“the Executive”) to account at their meetings, and may scrutinise matters of strategic importance that cut across the remit of the individual scrutiny committees. All of the Board’s meetings are held in public.

Scrutiny Work Programme

In July 2012 the Scrutiny Management Board agreed to set a 2 year work programme. It was decided at the beginning of the 2014/15 municipal year that, as it was necessary to continue to scrutinise some of these areas and that the time allowed for scrutiny would be less than a full year due to the elections in May 2015 that the work programme would be extended for a 3rd year. During the year the Children and Young People's Scrutiny Committee decided to carry out an in-depth review on multi-agency working against child sexual exploitation.

Delivery of the work programme

The table below shows the work undertaken by the Scrutiny Committees over the 3 year work programme.

Topic	2012/13	2013/14	2014/15
SCRUTINY MANAGEMENT BOARD			
Holding the Executive to Account	G	G	G
Planning Scrutiny work Programme 2014/15	n/a	n/a	G
Scrutiny Chairs' Updates (standing item)	G	G	G
Changing the Council & Local Communities Together- the Co-operative Way	G	n/a	n/a
Strategic Vision for the Council	n/a	n/a	G
Police & Crime Commissioner (PCC) and Police & Crime Panel (PCP) update and budgets	G	G	R
Domestic Violence	R	G	n/a
Community Safety Plan	n/a	G	n/a
Homelessness Strategy	R	G	n/a
Flood & Water Management (annual scrutiny recommended)	R	G	R
Public Health Transition	R	G	n/a
Appointment of Town & Parish Council co-optees	G	n/a	n/a
Scrutiny Recommendations Database	A	A	R
Managing cross-cutting issues	G	n/a	G
Changes to the Constitution and Scrutiny Handbook from changes to legislation	A	G	n/a
Choose Your Home (Access to Affordable Housing)	n/a	n/a	G
Adult Safeguarding and Care Act update (Joint with HACSC)	n/a	n/a	G
Housing Allocations Policy	n/a	n/a	R

Topic	2012/13	2013/14	2014/15
Scrutiny Work Programme Half Year Report	n/a	n/a	G
BUDGET & FINANCE SCRUTINY COMMITTEE			
Service & Financial Planning Strategy (budget proposals) (standing item)	G	G	G
Service & Financial Planning Report – 2011/12 Outturn	G	n/a	n/a
Local Government Finance: Business Rates Retention, New Homes Bonus etc.	G	n/a	/n/a
Capital receipts (Audit Committee)	G	n/a	n/a
Savings proposals agreed September 2012	G	n/a	n/a
New Funding Formula for Schools	G	n/a	n/a
Welfare Benefit Reform policies (with Co-operative & Communities)	G	G	G
Safeguarding and Early Intervention Cost Improvement Plan, and Securing Permanency report	G	G	n/a
Opposition group alternative budget proposals	n/a	G	G
Working with partners / shared services	n/a	n/a	R
Section 106 Annual Report			R
Benefit Fraud (joint with Audit Committee)			G
CHILDREN & YOUNG PEOPLE SCRUTINY			
Children in Care Placement Strategy (in-depth review)	G	n/a	
Provision of Primary School Places (in-depth review)	A	G	G
Youth Offending Service	R	G	n/a
Ofsted action plan (Safeguarding and LAC)	G	G	n/a
Ofsted action plan (Fostering)	G	G	n/a
CIC Performance Monitoring Dashboard	G	G	G
Education attainment	G	G	G
Youth Unemployment (In-depth review Youth Services)	R	A	G
LCSB briefing	G	R	G
Early Intervention programmes (in-depth review)	R	R	R
Leaving Care Grant	n/a	G	n/a
Care Placement Budget (with Budget & Finance)	n/a	G	n/a
Feedback from LGA Peer Review	n/a	G	n/a
Monitor implementation of recommendations incl:	n/a	G	n/a

Topic	2012/13	2013/14	2014/15
<ul style="list-style-type: none"> IRO Annual Report Outcomes from Queensway Care Contract Missing children return interviews 			
School Improvement	n/a	G	G
Multi-Agency working Against CSE (in-depth review)			A
Early help			R
SEND (Special Educational Needs and Disability) Reforms			R
CO-OPERATIVE & COMMUNITIES SCRUTINY			
Co-operative Council updates	G	G	G
Welfare Benefit Reforms: Council Tax Support Scheme Discretionary Housing Payments Local Crisis and Resettlement Assistance	G	G	
Welfare Benefit Reforms: How the Council and partners are supporting people through changes	A	n/a	n/a
First Point for Business update	G	n/a	n/a
Impact of changes to leisure concessions policy	G	n/a	n/a
In-depth review of Co-operative Values and Employee Commission	A	G	G
Provision of debt advice, role of credit union, capacity of food banks	R	G	n/a
Implications of the withdrawal the Local Crisis Assistance and Resettlement Assistance funding	n/a	G	n/a
Support for people who have had their benefit sanctioned	n/a	G	G
Impact of recommendations on the Management of Community Centres	n/a	G	n/a
Community Loan Scheme	n/a	n/a	G
Community Centre business Plans	n/a	n/a	R
HEALTH & ADULT CARE SCRUTINY COMMITTEE			
Continuing Healthcare	G	A	A
Meals on Wheels	A	G	
Children and Adolescent Mental Health Services (CAMHS)	R	R	n/a
Alcohol Strategy	R	G	A
Vulnerable Adult Safeguarding Board Annual	R	G	G

Topic	2012/13	2013/14	2014/15
Report (Joint with SMB in 2014/15)			
Standing item: Health and Social Care Policy Developments (including changes to Health Scrutiny)	G	G	n/a
JOINT HEALTH OVERVIEW & SCRUTINY			
Travel and Transport Plan	A	G	n/a
Stroke Review	A	G	n/a
West Midlands Ambulance Service and Make Ready	A	A	n/a
Reconfiguration of Hospital Services	A	G	G
111 Service	A	G	n/a
Ophthalmology	G	n/a	n/a
SaTH Foundation Trust Application	A	n/a	n/a
Relocation of Head and Neck Surgery	G	n/a	n/a
Children's Surgery	A	G	G
Emergency Department Review	A	A	n/a
End of Life Care	R	R	n/a
Future Fit	n/a	n/a	G
HOUSING, ECONOMY & INFRASTRUCTURE			
Waste Services Procurement process	A	G	n/a
Empty Properties and Private Landlords (in-depth)	A	G	G
S106 / CIL (deferred in line with Shaping Places)	R	R	A
Business Improvement Districts and attracting jobs to Telford & Wrekin	R	R	n/a
Car Parking Enforcement and 20mph speed limits outside schools (<i>deferred</i> until 2016)	R	R	n/a
Questions to Cabinet member for holding to account session	G	n/a	n/a
Shaping Places consultation process	n/a	G	n/a
Governance of LEP	n/a	n/a	A
Marches Local Transport Body	n/a	n/a	R

- G** Item has been to scrutiny including where further work was identified
- A** Item under way and partially completed
- R** Item outstanding or deferred beyond the period of the work programme

Scrutiny Meetings

The Scrutiny Management Board set a benchmark of six formal meetings per committee per year. The scrutiny committees hold as many meetings as possible in public session in the interests of transparency and public involvement. However, members may hold informal working group meetings to gather evidence as part of a scrutiny review.

The table below shows the number of meetings held by each committee during each of the last 3 years and the total over the period. Joint meetings have been accredited to the lead Scrutiny Committee to avoid duplication.

Committee	Benchmark total	Formal committee 2012/13	Working group 2012/13	Formal committee 2013/14	Working group 2013/14	Formal committee 2014/15	Working group 2014/15	Total 2012/15
Scrutiny Management Board	18	6	0	4	2	3**	1	16
Budget & Finance	18	7	0	7	1	6*	0*	21
Children & Young People	18	6	4	7	4	5	1	27
Co-operative & Communities	18	4	4	3	1	2	1	15
Health & Adult Care and Joint HOSC	18	8	11	7	4	3* **	8*	41
Housing, Economy & Infrastructure	18	1	5	2	6	1**	0	15
Total	108	32	24	30	18	20	11	135

*the Budget and Finance and Health and Adult Care Scrutiny Committees held 1 joint committee meeting and 1 joint working group meeting during 2014/15

**Members of the Housing, Economy and Infrastructure Scrutiny Committee attended the Scrutiny Management Board meeting that considered implementation of Telford Housing Options and led to the report on Access to Affordable Housing.

Members of the Health and Adult Care Scrutiny Committee attended the Scrutiny Management Board meeting that considered the Adult Safeguarding Board Annual Report and update on the Care Act.

Not reported in the table are:

- Other council meetings attended by scrutiny members to avoid duplication of work e.g. Budget & Finance scrutiny work with Audit Committee on debt fraud.
- Chair’s briefings with officers from partner organisations and NHS partners
- Scrutiny Chair “Keep in Touch” meetings with Cabinet Members and senior Council officers
- Regional and national scrutiny network meetings e.g. West Midlands Overview & Scrutiny Network, West Midlands Health Scrutiny Network, National Overview & Scrutiny Forum.

Outcomes from scrutiny

The tables in the preceding sections are quantitative measures of activity. The table below attempts to show the qualitative outcomes of scrutiny work. The indicators used are all measures of effective scrutiny. The table includes work carried out during 2014/15 only. Outcomes from work carried out in 2012/13 and 2013/14 were reported in the 2013/14 end of year report and in the 2012/13 Annual Scrutiny Report.

Topic	Recommendations to Cabinet / Council	Recommendations to other organisation	Recommendations to service area	Contributed to policy development	Executive held to account	Performance monitoring	Report noted	Involvement of partners	Involvement of service users or public	Other
Scrutiny Management Board										
Access to Affordable Housing	Y			Y	Y		Y	Y		
Scrutiny Work Programme						Y				
Agreeing Process to Scrutinise Budget Proposals										Process agreed
Safeguarding Adults in Telford and Wrekin						Y				
Strategic Vision for the Council					Y		Y			
Scrutiny Chairs’ Updates							Y			
Budget & Finance Scrutiny Committee										
Service & Financial Planning Strategy 2014/15-2015/16 (budget proposals)	Y			Y	Y					
Opposition group alternative budget proposals	Y									

Topic	Recommendations to Cabinet / Council	Recommendations to other organisation	Recommendations to service area	Contributed to policy development	Executive held to account	Performance monitoring	Report noted	Involvement of partners	Involvement of service users or public	Other
Adult Care Budget and Savings (Joint with Health and Adult Care Scrutiny Committee)				Y		Y			Y	
Benefit Fraud (Audit Committee)						Y				
Children & Young People Scrutiny Committee										
Review of Youth Unemployment	Y			Y	Y	Y		Y	Y	
Monitoring recommendations of Scrutiny Review of Provision of Primary School Places						Y				
School Improvement						Y				
Education Attainment						Y				
CIC Performance Monitoring Dashboard						Y				
Recruitment and retention of social workers						Y				
Taking Parents out of school							Y			
Review of multi-agency working against CSE					Y			Y	Y	
Co-operative and Community Scrutiny Committee										
Welfare Benefit Reforms (with Budget & Finance) Supporting vulnerable people who have had their benefits sanctioned	Y					Y		Y		
Community Loan Scheme										Verbal update to working group meeting
Update on implementation of recommendations from review of Co-operative Values and Employee										Update to meeting 24 th March

Topic	Recommendations to Cabinet / Council	Recommendations to other organisation	Recommendations to service area	Contributed to policy development	Executive held to account	Performance monitoring	Report noted	Involvement of partners	Involvement of service users or public	Other
Commission										
Health & Adult Care Scrutiny Committee										
Continuing Healthcare						Y		Y		
Meals on Wheels	Y			Y				Y	Y	
Adult Safeguarding Annual Report and Care Act Update (with SMB)						Y	Y			
Adult Care Budget and Savings (Joint with Budget and Finance Scrutiny Committee)				Y		Y			Y	
Alcohol Strategy										Not completed
Shropshire and Telford & Wrekin Joint Health Overview & Scrutiny Committee										
Future Fit		Y		Y				Y		
Review of modernisation of mental health services including Castle Lodge		Y		Y		Y		Y		
Update on work of the Shropshire Community Health Trust							Y	Y		
Housing, Economy & Infrastructure Scrutiny Committee										
Bus Subsidy	Y			Y						
Update on Empty Properties and Private Landlords										Update circulated to Members
Shaping Places consultation process S106 / Community Infrastructure Levy										Briefing circulated to Committee
Access to affordable housing (Joint with Scrutiny Management Board)	Y			Y	Y		Y	Y		

4.4 Scrutiny Recommendations

A key measure of success is the number of scrutiny recommendations accepted. The table below summarises the number of recommendations made, the number of

recommendations accepted, partially accepted or rejected and a list of the formal responses submitted as part of consultations or policy development. Not shown in the table are the numerous informal suggestions made by scrutiny to Cabinet members or officers during discussions at meetings which are not monitored but may nonetheless have had an impact.

Summary of Recommendations 2014/15						
Recommendation made to:	Made	Accepted	Rejected	Partially accepted	Awaiting response	Unknown
Cabinet	36	29 (80%)	2(6%)	5(14%)	0 (0%)	0
SMT / service area	0	0	0	0	0	0
Employees	0	0	0	0	0	0
Scrutiny	2	2	0	0	0	0
External organisations	23	23 (100%)	0	0	0	0
Total	59	52(88%)	2 (4%)	5 (8%)	0 (0%)	0 (0%)
Formal responses to consultations	<ul style="list-style-type: none"> • Service & Financial Planning Strategy 2015/16-2017/18 • Main Opposition Group Budget Proposals • HM Treasury and Communities and Local Government Service Transformation Panel • To be completed - Quality Accounts for Shrewsbury and Telford Hospital NHS Trust, West Midlands Ambulance Service, Shropshire Community Health NHS Trust and South Staffordshire and Shropshire Healthcare Foundation Trust. 					

* NHS organisations have responded to the recommendations regarding Future Fit and the Review of the Modernisation of Mental Health Service. However, as these are ongoing programmes some responses require further information or clarification as the programmes progress.

Regional and national scrutiny work

Regional and National Scrutiny Network

Telford & Wrekin is a member of two regional scrutiny networks:

a) West Midlands Overview & Scrutiny Network

The network is for members and officers across the region to exchange information on policy changes affecting scrutiny and to share views and experience on scrutiny related issues. The network has no formal standing as a joint scrutiny committee but has started to make its mark nationally for its pioneering work.

The Lead Scrutiny Member in Telford & Wrekin was appointed Chair in 2013/14 and reappointed in 2014/15. The Network has continued to develop links with Parliamentary Select Committees which has resulted in the development of a Good Practice Guide for Local Government Scrutiny working with Parliament. Members of the Network also visited West Minster and met with the Chair of the Communities

and Local Government Select Committee, the Clerk of this Select Committee and attended the Select Committee meeting in the public gallery. Both of these pieces of work have been supported by the West Midlands Parliamentary Outreach Officer. The Network also started to develop a working relationship with SOLACE (Society of Local Government Chief Executives) and met with Mark Rogers, President of SOLACE.

b) Regional Health Scrutiny Chairs and Officers Group

The purpose of this network is to provide a forum for national and regional health bodies and policy makers to inform scrutiny about proposals and consultations affecting health services in the West Midlands. It is also a forum for discussing and exchanging views between member authorities.

The Chair of the Health and Adult Care Scrutiny Committee attended all of the meetings in 2014/15 which included working with the Care Quality Commission, NHS England, developing regional health scrutiny in response to the 2014 regulations. The information is used to inform the work of the Health & Adult Care Scrutiny Committee and the Joint Health Overview & Scrutiny Committee.

Call-in and Key Decisions

Call-in

Call-in is a way for scrutiny members to examine a decision taken by Cabinet, or by officers under delegated authority, before the decision is implemented. The rules for calling in decisions are set out in the Council's Constitution and in the Scrutiny Handbook. Under the LEP Governance Arrangements the Housing Economy and Infrastructure Scrutiny Committee will consider call-in of decisions of the LEP Joint Executive Committee.

There were no Call-in requests to Telford & Wrekin Scrutiny Management Board during 2014/15. (Herefordshire Council's General Overview and Scrutiny Committee met in January 2015 to consider the call-in of the Marches Local Enterprise Partnership Joint Executive Committee's decision on the Marches Enterprise Zone taken on 11 December.)

Key Decisions

Provisions in the Localism Act 2011 require that:

- Where a Key Decision is not published with 28 clear working days notice, the relevant Scrutiny Chair must be notified of the decision to be taken, or
- Where a Key Decision is not published with 5 clear working days notice, consent must be sought from the relevant Scrutiny Chair for the decision to be taken, or

- Where a decision contains information exempt under legislation and at least 28 clear days notice has not been given, consent must be sought from the relevant Scrutiny Chair for the report to be exempted.

Six requests were made during 2014/15:

July 2014 - Request for exemption of Item not published as such in the Notice of Key Decisions and Private reports / meetings. Cabinet Decision: Revision of RIPA policy document to be noted. Appendix of the report included the Office of Surveillance Commissioners Inspections Report which is a restricted document.
Decision of Scrutiny Chair: Request Approved.

September 2014: Notification of Key Decision not included in the Notice of Key Decisions. Cabinet decision: Approval of prudential borrowing to meet conditions of HCA funding agreement regarding gypsy and traveller site.
Scrutiny Chair notified.

October 2014: Request for exemption from Call-in. Cabinet decision: termination of existing agreement between the Council, Sainsbury's and St. Modwen in relation to the sale of Station Road, Newport site and to seek approval for residential led development of land at Station Road, Newport. Decision of Scrutiny Chair: Request Approved.

November 2014: Request for exemption of Item not published as such in the Notice of Key Decisions and Private reports / meetings. Cabinet decision. Report on rationalisation of Property Investment Portfolio containing commercially sensitive information.
Decision of Scrutiny Chair: Request Approved.

December 2014 Notification of Key decision not Included in the Notice of Key Decision. Joint LEP Executive Committee Decision: Marches Growth Deal, Proposition for the Retention of Receipts from Proactive Stewardship of HCA Land Assets.
Scrutiny Chair notified.

February 2015: Approval of Key Decision not Published in Notice of Key Decisions. Cabinet Decision: Procurement update not included in notice of key decisions through administrative omission.
Decision of Scrutiny Chair: Request Approved.

Looking Ahead

In May 2015 Full Council decided to change the number and remit of the Scrutiny Committees. There are now four Scrutiny Committees and the Scrutiny Management Board:

- Children and Young People Scrutiny Committee
- Customer, Community and Partnership Scrutiny Committee
- Finance and Enterprise Scrutiny Committee
- Health and Adult Care Scrutiny Committee (including the Shropshire and Telford & Wrekin Joint Health Overview and Scrutiny Committee)
- Scrutiny Management Board

Full details of these Committees can be found at

<http://apps.telford.gov.uk/CouncilAndDemocracy/Committees>

Information on the work carried out by the Scrutiny Committees during the first part of 2015/16 can be found in the Scrutiny Work Programme Interim Report presented to Scrutiny Management Board on the 4th November

<http://apps.telford.gov.uk/CouncilAndDemocracy/Meetings/Meeting/MTQwNw%3d%3d>

Contacts

To find out more about scrutiny, go to:

www.telford.gov.uk/scrutiny

To find meeting dates and agendas for scrutiny meetings go to:

http://www.telford.gov.uk/site/scripts/documents_info.aspx?categoryID=200033&documentID=461 or call the Scrutiny Team on 01952 383118.

If you would like to contact a member of the Scrutiny team, our contact details are below:

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How to get involved

You can get involved with scrutiny by:

1. Finding out more from our website at:
<http://www.telford.gov.uk/info/1031/scrutiny/253/scrutiny>
2. Making a suggestion about what you think scrutiny should look at. You can do this by filling in an online suggestion form at:
<http://www.telford.gov.uk/info/1031/scrutiny/253/scrutiny/5>
3. Coming along to a scrutiny meeting. Our meetings are held in public unless there is a good reason not to. Agendas and papers are on the Council's website at:
http://www.telford.gov.uk/info/200033/councillors_democracy_and_elections/461/council_meetings/
4. If you would like to give evidence to a Scrutiny Committee for a review which is on the work programme, please contact the Scrutiny Team. The list of topics which may be scrutinised in 2014/15 can be found at:
http://www.telford.gov.uk/downloads/file/6961/scrutiny_work_programme_201415