AGENDA MANAGEMENT SHEET

Name of Committee	**Communities Overview And Scrutiny Committee**
Date of Committee	**8th September 2010**
Report Title	**Committee Work Programme and suggested topics for Task and Finish Groups**
Summary	This report outlines the draft work programme for the Committee and review outlines for suggested Task and Finish Groups to be passed onto the Overview and Scrutiny Board for consideration.
For further information please contact:	Michelle McHugh Overview and Scrutiny Manager Tel: 01926 412144 michellemchugh@warwickshire.gov.uk
Would the recommended decision be contrary to the Budget and Policy Framework?	No.
Background papers	None

CONSULTATION ALREADY UNDERTAKEN:- Details to be specified

Other Committees	☐	....
Local Member(s)	☒	N/A
Other Elected Members	☒	Cllr Whitehouse, Cllr Chattaway, Cllr Sweet
Cabinet Member	☐	....
Chief Executive	☐	....
Legal	☐	....
Finance	☐	....
Other Strategic Directors	☒	David Carter, Strategic Director for Customers, Workforce and Governance
District Councils	☐	....

Health Authority	☐	....
Police	☐	....
Other Bodies/Individuals	☐	

FINAL DECISION   NO

SUGGESTED NEXT STEPS: Details to be specified

Further consideration by this Committee	☐	....
To Council	☐	....
To Cabinet	☐	....
To an O & S Committee	☒	Suggested review outlines for Task and Finish Groups to be forwarded onto the Overview and Scrutiny Board on (5th October) for consideration
To an Area Committee	☐	....
Further Consultation	☐	....

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Communities Overview and Scrutiny Committee - 8th September 2010.

Committee Work Programme and suggested topics for Task and Finish Groups

Report of the Strategic Director for Customers, Workforce and Governance

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Recommendation

The Committee is recommended to agree:
   i)   the draft work programme, to be reviewed and reprioritised as appropriate throughout the year
   ii)   the suggested review outlines and forward them onto the Overview and Scrutiny Board for consideration

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1.   Summary

1.1   On the 19th July 2010, the Communities OSC held a work programming workshop to identify issues to be included in the Committee's work programme and to identify issues for Task and Finish Group type scrutiny.

1.2   Attached as Appendix A is the draft Committee Work Programme which emerged through this process. The Work Programme will be reviewed and reprioritised throughout the year so that the Committee can adopt a flexible approach and respond to issues as they emerge.

1.3   Attached as Appendix B are review outlines for suggested topics for Task and Finish Group scrutiny. These will need to be forwarded onto the Overview and Scrutiny Board for consideration.

CLLR WHITEHOUSE
Chair of the Communities
Overview and Scrutiny
Committee

Shire Hall
Warwick

10 August 2010

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Communities O & S Committee - Work Programme for 2010 -11

MEETING DATE	ITEM AND RESPONSIBLE OFFICER	OBJECTIVE OF SCRUTINY	Holding e to Account	Policy Review/Development	Overview	Raising Levels of Educational Attainment	Maximising independence for older people and adults with disabilities.	Developing sustainable places and communities	Protecting the Community and making Warwickshire a safer place to live	Cross cutting themes/ LAA
8th Sept	Youth Re-offending Lesley Tregear, Warwickshire Youth Justice Service Manager	▪ To scrutinise the rate of youth re-offending in Warwickshire and effectiveness of initiatives and support in place to deter young people from re-offending			√				High	NI 30- Re offending rate of prolific and priority offenders
	Warwickshire Fire and Rescue – Procurement of CARP Jim Onions, WFRS	▪ To review the procurement process in relation to the CARP and to identify lessons learnt for future procurement of equipment	√						High	
	Communities OSC Work Programme and proposed Task and Finish Groups Michelle McHugh, O+S Manager	▪ To agree the Communities OSC work programme and suggested Task and Finish Groups to be forwarded to the Overview and Scrutiny Board								
3rd November 2010	Winter Maintenance Graeme Fitton, Head of Transport and Highways	▪ To review the County Council's policy regarding winter maintenance of highways to ensure effectiveness and efficiency		√					High	NI 47 - People killed or seriously injured in road traffic accidents
	Domestic Abuse Sue Ingram, Domestic Abuse Manager	▪ To scrutinise the options to remodel the service and support available for domestic abuse within Warwickshire in the light of a withdrawal of government funding		√					High	NI 15 – Most serious violent crime rate

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MEETING DATE	ITEM AND RESPONSIBLE OFFICER	OBJECTIVE OF SCRUTINY	Holding e to Account	Policy Review/Development	Overview	Raising Levels of Educational Attainment	Maximising independence for older people and adults with disabilities.	Developing sustainable places and communities	Protecting the Community and making Warwickshire a safer place to live	Cross cutting themes/ LAA
	Waste (presentation), Martin Stott, Head of Environment and Resources	▪ To consider Warwickshire's long term strategy for waste		√				High		
	Fire and Rescue Improvement Plan Jim Onions, WFRS	▪ To scrutinise the robustness of the implementation plan developed to deliver the Fire and Rescue Improvement Plan	√		√				High	
	High Speed Railway (HS2), Andy Cowan, County Planner	▪ To set the scene regarding HS2 to inform later scrutiny regarding the proposed route.						High		
22nd December 2010	Libraries Ayub Khan, Head of Libraries Strategy	▪ To consider business model and strategy for the library service going forward (Libraries Blue Print)		√						
	Museums Service, Mark Ryder, Head of Trading Standards, Heritage and Culture	▪ To review proposed changes to the Museums service business model and strategy to ensure the service meets current and future challenges		√				High		
	Financial Well Being Mark Ryder, Head of Trading Standards, Heritage and Culture	To review progress made on the Financial Well-Being agenda and identify any gaps or areas for improvement		√	√			High		

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1st March 2011	Warwickshire's Safer Communities Partnership (Crime and Disorder), Kate Nash, Head of Community Safety and Localities	▪ To review the effectiveness of Warwickshire's Safer Communities Partnership	√		√				High	
	High Speed Railway (HS2) Andy Cowen, County Planner	▪ To scrutinise proposals for the High Speed Rail route in Warwickshire and provide a recommended response to Cabinet		√				High		
Briefing Notes										
	Flooding	▪ To scrutinise how effectively the new flooding responsibilities are being managed ▪ To scrutinise the effectiveness of recommendations following scrutiny reviews into flooding in Warwick and Bedworth			√			High	High	
	S106 Agreements	▪ To scrutinise the extent to which local authorities adopt a consistent approach to S106 agreements ▪ To consider whether S106 is being used appropriately ▪ To provide an update on S106 outlined in report presented to Environment OSC on 19/02/09		√				Med		

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	On-street Parking	▪ To scrutinise the effectiveness of on-street parking across the County ▪ To explore differences in how on street parking is managed across the County ▪ To review revenue associated with on-street parking arrangements			✓			Med		
	Community Empowerment	▪ To review examples of best practice where communities are actively resolving local issues (relevant to the Committee's remit) and identify lessons learnt and key factors of success		✓	✓			High	High	
Items to be timetabled										
	Rugby Western Relief Road	▪ To scrutinise the project management (including the development of the contract) of the Rugby Western Relief Road and identify lessons learnt	✓					High		
	Climate Change	▪ To scrutinise the effectiveness of the Climate Change Partnership ▪ To review the outcomes achieved by the Climate Change Partnership	✓					Med		

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	Future of local economic / enterprise partnerships (to send a briefing note in the first instance)	▪ To assess implications of the discontinuation of AWM ▪ To identify an organisational and partnership strategy for the future economic / enterprise agenda in light of the discontinuation of AWM		√				High		
	Concessionary Transport	▪ To review the transfer of the administration of concessionary transport to the County Council and associated risks			√					
Proposed Task and Finish Groups										
	Skills Agenda / Adult Learning	▪ To establish whether the skills agenda is joined up across the Council and partners ▪ To identify any gaps in provision ▪ To establish whether the skills agenda is meeting the needs of Warwickshire residents		√			High	High		
	Control of Alcohol	▪ To scrutinise the control of alcohol across the County – focussing on licensing, underage sales		√					High	

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MEETING DATE	ITEM AND RESPONSIBLE OFFICER	OBJECTIVE OF SCRUTINY	Holding e to Account	Policy Review/Development	Overview	Raising Levels of Educational Attainment	Maximising independence for older people and adults with disabilities.	Developing sustainable places and communities	Protecting the Community and making Warwickshire a safer place to live	Cross cutting themes/ LAA
	Public Realm	▪ To scrutinise how effectively public services are working together to manage the public realm (street scene).	✓					High		NI 198 – Improved street and environmental cleanliness
	Support for new business start ups	▪ To review support available for new business start ups within Warwickshire ▪ To identify gaps in services and support available		✓				High		

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Proposed Scrutiny Review Outline

Review Topic (Name of review)	**Support for New and Small Businesses**
Panel/Working Group etc – Members	TBA
Key Officer Contact	TBA
Relevant Portfolio Holder(s)	Cllr Alan Cockburn, Environment and Economy
Relevant Corporate/LAA Priorities/Targets	Developing sustainable places and communities NI 171 - VAT registration rate NI 171a – VAT registration rate Nuneaton and Bedworth
Timing Issues	RDA's and Business Link have been dissolved and Local Enterprise Partnerships (LEPs) will be introduced to drive economic development and enterprise locally. The deadline for LEP proposals in the 6th September and it is anticipated that LEP for our sub-region will be in place by April 2011. However, this should not necessarily delay the start of this review. It is estimated that this review would take between 3 -4 months to complete (having an agreed final report ready for submission to the committee)
Type of Review	In depth review
Resource Estimate	This is potentially a complex review and again the level of support required will depend on the exact methodology adopted by the review. A provisional estimate of scrutiny officer support is between 288 to 312 hours or 48-52 days depending on the actual methodology used by the review. This assumes a review planning meeting, 4 evidence sessions, evidence review meeting, meeting to develop conclusions and recommendations, between 4-5 local site visits and a best practice visit. This includes arrangements for meetings, research time, liaison and contact with witnesses and write up of evidence and the final report.
Rationale (Key issues and/or reason for doing the review)	Supporting new and small businesses to develop and thrive is essential for developing a sustainable economy. New and small businesses make a valuable contribution to the local economy, creating wealth, meeting gaps in the market and often providing employment opportunities. In the current economic climate, with high unemployment rates, establishing a business should be promoted as a lucrative alternative to employment. However, individuals wishing to establish a new business or expand an already established small business, require a range of support and advice. It is important to ensure that the County Council and key partners are providing accessible and effective support for new and small businesses.

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Objectives of Review (Specify exactly what the review should achieve)	▪ To identify the support available across the County for individuals wishing to set up a new business or small businesses wishing to expand. ▪ To understand the support that is needed by individuals and small businesses, at different stages of business development. ▪ To identify gaps between need and current provision, this should include whether services are accessible to all sections of the community and whether there are any differences in support available across the County. ▪ To identify effective practice both locally and nationally.
Scope of the Topic (What is specifically to be included/excluded)	<u>Include</u> The following is included in the scope of the review: ▪ Support offered by County Council and key partners (including District and Borough Councils, Connect Midlands, Coventry and Warwickshire Chamber of Commerce, Warwick University) <u>Exclude</u> The following falls outside the scope of the review: ▪ Unemployment ▪ Skills agenda
Indicators of Success – Outputs (What factors would tell you what a good review should look like?)	▪ Recommendations accepted and implemented to deliver improvements
Indicators of Success – Outcomes (What are the potential outcomes of the review e.g. service improvements, policy change, etc?)	▪ Recognisable improvements in the support available for new and small businesses ▪ Recognisable improvements in the start up and survival rates of new businesses
Other Work Being Undertaken (What other work is currently being undertaken in relation to this topic, and any appropriate timescales and deadlines for that work)	

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Proposed Scrutiny Review Outline

Review Topic (Name of review)	**Alcohol Control – Review of Licensing across the County**
Panel/Working Group etc – Members	TBA – It is recommended that this is undertaken as a partnership review
Key Officer Contact	TBA
Relevant Portfolio Holder(s)	Cllr Richard Hobbs, Community Safety
Relevant Corporate/LAA Priorities/Targets	Protecting the community and making Warwickshire a safer place to live NI 15 Most Serious violent crime rate NI 21 Dealing with local concerns about anti-social behaviour and crime by the local council and the police NI 120 All age all cause mortality NI 139 Alcohol related hospital admissions
Timing Issues	See section on other work being undertaken. The review will take approx 3-4 months to complete (up to having an agreed final report ready for submission to Committee).
Type of Review	In depth review
Resource Estimate	A provisional estimate of scrutiny officer support is between 240 to 264 hours or 40-44 days depending on the actual methodology used by the review. This assumes a review planning meeting, 3 evidence sessions, evidence review meeting, meeting to develop conclusions and recommendations and a best practice visit. It includes arrangements for meetings, research time, liaison and contact with witnesses and write up of evidence and the final report.
Rationale (Key issues and/or reason for doing the review)	It is widely recognised that excessive alcohol consumption can lead to number of problematic issues, including poor physical and mental health, violent crime, domestic abuse, risky behaviour and accidents, and anti-social behaviour. Nationally, in 2009/10 there were almost one million alcohol related violent crimes. A fifth of all violent incidents took place in or near a pub or club, and almost two-thirds at night or in the evening. There are 6.6 million alcohol related attendances at Accident and Emergency departments per year, costing £645 million. Additionally, 1.2 million ambulance call outs each year are in relation to alcohol related incidents, costing £372 million. Overall, alcohol related crime and disorder is estimated to cost the taxpayer between £8 billion and £13 billion per year. Licensing policies and practices are essential to ensure the effective control and regulation of alcohol, in order to reduce negative impacts on individuals, communities and public services.

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Objectives of Review (Specify exactly what the review should achieve)	▪ To review the effectiveness of licensing policies and practices across the County ▪ To identify examples of best practice locally and nationally ▪ To identify opportunities for partnership working ▪ To identify how a common approach can be achieved across the county, particularly in relation to any changes resulting from current Government consultation
Scope of the Topic (What is specifically to be included/excluded)	Include The following is included in the scope of the review: ▪ Licensing policy and practice ▪ Licensing enforcement ▪ Public Houses and retail sales Exclude The following falls outside the scope of the review: ▪ Impact of excessive alcohol consumption – health, crime and disorder etc ▪ Services and support to address to excessive alcohol consumption and its associated problems
Indicators of Success – Outputs (What factors would tell you what a good review should look like?)	▪ Recommendations accepted and implemented to deliver improvements
Indicators of Success – Outcomes (What are the potential outcomes of the review e.g. service improvements, policy change, etc?)	▪ Recognisable improvements in the control of alcohol across the County, ▪ Recognisable improvements in violent crime, anti-social behaviour and alcohol related hospital admissions.

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Other Work Being Undertaken (What other work is currently being undertaken in relation to this topic, and any appropriate timescales and deadlines for that work)	Nationally The Government is currently consulting around proposed changes to the current licensing framework, which seeks to give more power and flexibility to local authorities and the police to address local issues. The consultation period ends on 8th September. It would seem sensible to delay the commencement of the review until the outcome of the consultation is known, so that the review can consider how any changes can be implemented in Warwickshire. Locally Warwickshire Safer Communities Partnership (WSCP) has been discussing licensing policies and practices across the county. A sub-group of WSCP, the Drug and Alcohol Management Group (DAMG) has been tasked with exploring the current position in the County and identifying how licensing activity can be better co-ordinated across the County. The DAMG is expected to report back to WSCP in October. Again is seems sensible to delay the commencement of the review until the WSCP has considered the outcomes of DAMG work. Licensing is a Strategic Aim within the Warwickshire Alcohol Implementation Plan, which includes a number of actions to ensure licensing practices protect young people and effectively address irresponsible premises. Licensing has been suggested as a potential Scrutiny review within Nuneaton and Bedworth BC, following any changes to licensing framework following current government consultation.

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Proposed Scrutiny Review Outline

Review Topic (Name of review)	**Public Realm**
Panel/Working Group etc – Members	TBA – It is recommended that the review is undertaken by a Joint Task and Finish Group
Key Officer Contact	TBA
Relevant Portfolio Holder(s)	Cllr Alan Cockburn, Environment and Economy Cllr Richard Hobbs, Community Safety
Relevant Corporate/LAA Priorities/Targets	Corporate Priority 3 – Developing sustainable places and communities Corporate Priority 4 – Protecting the community and making Warwickshire a safer place to live NI 195 – Improved street and environmental cleanliness (levels of graffiti, litter, detritus and fly posting) NI 121 – Dealing with local concerns about anti-social behaviour and crime by the local council and police
Timing Issues	Rugby BC is currently undertaking a review into Public Realm and Work Services – see other work below. It may be beneficial to delay the commencement of a countywide review until the outcomes of Rugby's review are known. If commissioned, the review is likely to take 4-5 months to complete (having an agreed final report ready for submission to the committee)
Type of Review	In depth review
Resource Estimate	This is potentially a complex review and the level of support required will depend on the exact methodology adopted by the review. A provisional estimate of scrutiny officer support is between 312 to 348 hours or 52-56 days depending on the actual methodology used by the review. This assumes a review planning meeting, 4 evidence sessions, an evidence review meeting, a meeting to develop conclusions and recommendations, between 4-5 local site visits and a best practice visit. This estimate includes arrangements for meetings, research time, liaison and contact with witnesses and write up of evidence and the final report.

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Rationale (Key issues and/or reason for doing the review)	Creating a vibrant and pleasant public realm is essential for creating a sense of place and making Warwickshire an attractive place to live, work and visit. Ensuring a high quality public realm has clear benefits for social, economic and environmental benefits. In particular, a vibrant and pleasant public realm is considered to have positive effects on issues such as community well-being, the extent to which individuals feel safe in their local environment, deterring crime and anti-social behaviour and reducing the degradation of public areas. No single organisation is solely responsible for the public realm, a number of organisations have different contributions to make. Therefore, there is a need to ensure that the contributions of the various public organisations are well co-ordinated. **The County Council** has statutory and discretionary responsibilities for some planning and enforcement, roads, pavements, highway structures, street lighting, signing, traffic regulation and road safety, public transport co-ordination, waste management, highway drainage, footpaths and wider public access and also economic development and sustainability. **Fire and Rescue** contributes to the public realm by undertaking visual audits and through the car clear scheme, which removes abandoned cars. **Police** have an enforcement role in relation to issues such as vandalism, criminal damage and graffiti. **District and Borough Councils** have a number of statutory and discretionary responsibilities covering such issues as planning, environmental health, economic regeneration, town centre management, parks and gardens, litter and waste collection, amenity lighting, drainage, street signing and enforcement. County Highways has historically worked closely with District and Borough Councils regarding the public realm. A Streetpride Initiative was established in 2008, bringing together all local authorities within Warwickshire to co-ordinate services, share best practice and to adopt a Streetscape Appearance Index to champion sustained improvements in the street.
Objectives of Review (Specify exactly what the review should achieve)	▪ To establish how effectively public services are working together to deliver a high quality public realm across Warwickshire ▪ To understand the impact the public realm has on community well-being, community safety, anti-social behaviour and economic / community sustainability. ▪ Identify specific Public Realm Schemes in each District and Borough and associated outcomes ▪ To establish the effectiveness of the Streetpride Initiative ▪ To identify best practice locally and nationally ▪ To identify opportunities for partnership working ▪ To coordinate initiatives across the County ▪ To identify how local communities and businesses can contribute to creating and sustaining a high quality public realm

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Scope of the Topic (What is specifically to be included/excluded)	The public realm encompasses a wide range of different factors, therefore it is suggested that the review focuses on specific elements of the public realm rather than attempting to review all aspects of the public realm. Include The following is included in the scope of the review: ▪ Physical landscape (streets, town centres) ▪ Natural landscape (parks, planting, trees) ▪ Civic Pride ▪ Impact the public realm has on community well-being, community safety, anti-social behaviour and economic / community sustainability. Excluded The following falls outside the scope of the review: ▪ Heritage / Tourism ▪ Transport
Indicators of Success – Outputs (What factors would tell you what a good review should look like?)	▪ Recommendations accepted and implemented to deliver improvements
Indicators of Success – Outcomes (What are the potential outcomes of the review e.g. service improvements, policy change, etc?)	▪ Increased satisfaction with the public realm ▪ Demonstrable improvements in community safety and anti-social behaviour
Other Work Being Undertaken (What other work is currently being undertaken in relation to this topic, and any appropriate timescales and deadlines for that work)	Rugby BC is currently undertaking a review into the Public Realm and Work Services. The objective of the review is to ensure value for money on the provision of the Public Realm service and increase community involvement in the preservation and improvement of the local environment. The scope of the review includes refuse and recycling, street cleansing, grounds maintenance and civic pride. The review is due to complete in October 2010. It may be beneficial to wait until the outcomes of the Rugby review are known, before embarking upon a county-wide review.

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Proposed Scrutiny Review Outline

Review Topic (Name of review)	**Skills Agenda and Adult Learning**
Panel/Working Group etc – **Members**	TBA
Key Officer Contact	TBA
Relevant Portfolio Holder(s)	Cllr Alan Cockburn, Environment and Economy Cllr Izzi Seccombe, Adult Social Care
Relevant Corporate/LAA Priorities/Targets	Maximising independence for older people and people with disabilities Developing sustainable places and communities NI 141 Number of vulnerable people achieving independent living NI 163 Working age population qualified to at least Level 2 or higher NI 163a Working age population qualified to at least Level 2 or higher, narrowing the gap between the north of the county and the rest of Warwickshire) NI 165 Working age population qualified to at least Level 4 or higher NI 165a Working age population qualified to at least Level 4 or higher, narrowing the gap between South East and Warwickshire average.
Timing Issues	It is estimated that this review would take between 3 -4 months to complete (having an agreed final report ready for submission to the committee)
Type of Review	In depth review
Resource Estimate	This is potentially a complex review and again the level of support required will depend on the exact methodology adopted by the review. A provisional estimate of scrutiny officer support is between 240 to 264 hours or 40-44 days depending on the actual methodology used by the review. This assumes a review planning meeting, 3 evidence sessions, evidence review meeting, meeting to develop conclusions and recommendations. This includes arrangements for meetings, research time, liaison and contact with witnesses and write up of evidence and the final report.
Rationale (Key issues and/or reason for doing the review)	Improving skill levels amongst residents is central to strengthening the local economy, narrowing inequality gaps, improving the quality of life of residents, enhancing independence and developing and maintaining sustainable communities. With the current challenging financial climate and high unemployment, it is fundamentally important to ensure the provision of appropriate skills and learning opportunities. Between April 2008 and June 2010, the number of people claiming job seekers allowance in Warwickshire has increased by 72.4%. (April 2008, 5,621 claimants, June 2010, 9,268 claimants). The skills agenda is a cross cutting issue, involving a number of different County Council teams and external organisations, therefore it is important to ensure that a co-ordinated approach is achieved.

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Objectives of Review (Specify exactly what the review should achieve)	- To ensure that the skills agenda is joined up across the Council and partners - To ensure that the skills agenda and adult learning is meeting the needs of Warwickshire residents and local businesses - To consider the barriers and challenges individuals face in accessing learning and skills courses - To identify any gaps in provision
Scope of the Topic (What is specifically to be included/excluded)	<u>Include</u> The following is included in the scope of the review: - Adult Learning - Basic Skills - Job Centre Plus <u>Exclude</u> The following falls outside the scope of the review: - Educational Attainment and Skills agenda for young people, 14-19 agenda - WCC's training and development and workforce planning
Indicators of Success – Outputs (What factors would tell you what a good review should look like?)	Recommendations accepted and implemented to deliver improvements
Indicators of Success – Outcomes (What are the potential outcomes of the review e.g. service improvements, policy change, etc?)	- Recognisable improvement in skill levels across the county - Recognisable improvement in working age people on out of work benefits, number of vulnerable people achieving independent living, skills levels of the working age population and average earnings of employees in the area.
Other Work Being Undertaken (What other work is currently being undertaken in relation to this topic, and any appropriate timescales and deadlines for that work)	The Environment and Economy Directorate are planning an internal review of the skills agenda, however timescales for this review have yet to be determined.

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