

# MINUTES OF A MEETING OF THE OVERVIEW AND SCRUTINY BOARD HELD ON 21 JULY 2010

**Present:**

**Members of the Group:**

**Councillors:** Michael Doody  
Peter Fowler  
Tim Naylor  
Jerry Roodhouse  
John Ross  
Chris Saint (Chair)  
Dave Shilton  
June Tandy  
John Whitehouse  
Sonja Wilson

**Co-opted members**

**For Partnership**

**Matters** Councillor Jeremy Bowden (North Warwickshire Borough Council)  
Councillor Bill Gifford (Warwick District Council)  
Clive Parsons (Warwickshire Police Authority)  
Janet Smith (NHS Warwickshire)  
Councillor Claire Watson (Rugby Borough Council) (replacing  
Councillor Claire Edwards for this meeting)

**Portfolio Holder** Councillor Colin Hayfield

**Officers:** David Carter, Strategic Director Customers, Workforce and  
Governance  
Dave Clarke, Strategic Director of Resources  
Monica Fogarty, Assistant Chief Executive  
Ann Mawdsley, Principal Committee Administrator  
Jane Pollard, Democratic Services Manager

## 1. General

The Chair welcomed everyone to the first meeting of the Board under the revised Overview and Scrutiny arrangements and in particular Councillor Jeremy Bowden as the new Co-opted Member for Partnership Matters from North Warwickshire Borough Council and Councillor Claire Watson, who was replacing Councillor Claire Edwards (Rugby Borough Council) for this meeting.

### (1) Election of the Vice Chair

Councillor Dave Shilton, seconded by Councillor Peter Fowler, proposed that Councillor Michael Doody be appointed Vice Chair of the Committee.

Resolved that Councillor Michael Doody be appointed Vice Chair of the Committee.

**(2) Apologies**

Apologies for absence were received on behalf of Councillors Peter Butlin, Les Caborn, Martin Heatley, Bernard Kirton, Councillor Claire Edwards (Rugby Borough Council) (replaced by Councillor Claire Watson for this meeting), Councillor John Haynes (Nuneaton and Bedworth Borough Council, Councillor Sue Main (Stratford-on-Avon District Council) and Jim Graham

**(3) Members' Disclosures of Personal and Prejudicial Interests**

Councillor Colin Hayfield declared a personal interest as non-executive member of the Warwickshire PCT.

Councillor Tim Naylor declared a personal interest in Item 5 as a member of the Warwickshire LINK Council.

Councillor Jerry Roodhouse declared a personal interest in Item 5 as Chair of the Warwickshire LINK Council.

Councillor Claire Watson declared a personal interest in Item 5 as a member of the Warwickshire LINK Council.

**(4) Terms of Reference**

The Chair noted that the Terms of the Reference for the Board had been approved by the full Council on 29 June 2010.

The following comments were made:

1. The Terms of Reference needed to be changed to reflect the County Councillor membership as 7 Conservatives, 2 Liberal Democrats, 2 Labour and 1 Independent.
2. Assurances were sought that sufficient support would be available to carry out the commissioning of reviews and the appointment of Task and Finish Groups. David Carter noted that arrangements had been agreed with the Performance and Partnerships Unit, to provide additional support to expand the resources available to Overview and Scrutiny, but stresses that there was not a blank cheque.
3. Concern was raised that bi-monthly meetings would restrict the Board in managing what could be an onerous work programme. The Chair responded that the transitional arrangements would have to be managed, including some inherited work, and that a further review could be considered at a later date.
4. Members agreed that there was the potential to look at the resources available through partners (NHS, Police and District/Borough Councils), and that a further option should be added to the template identifying resources from other organisations and Directorates.

5. The identification of the resources needed to carry out a piece of work was welcomed.

The Board noted the Terms of Reference and the comments made.

## **Part 1 – Partnership Matters**

None.

## **Part 2 – Council Matters**

### **2. Public Question Time**

None.

### **3. Questions to the Portfolio Holder/Portfolio Holders Update**

Councillor Colin Hayfield updated Members on Councillor Heatley's illness and the Chair asked that the best wishes of the Board be sent to Councillor Heatley.

In response to questions from the Committee, the following points were noted:

#### Councillor Colin Hayfield

1. Councillor Jerry Roodhouse asked Councillor Hayfield his views on how the Board, with its partner members, could scrutinise the budget in a non-political way, particularly in light of the financial information discussed in the Member seminar on Finance and Performance held earlier in the day.

Councillor Hayfield responded that the key driver for the budget was the Budget Working Group, which had received written officer views and suggestions for each area. He added that he and Councillor Peter Butlin were available to meet with any Member to discuss the budget in an open and inclusive process.

2. Councillor Tim Naylor suggested that in light of the seminar earlier, that a task and finish group be set up to look at financial reporting, particularly in light of the freedom and autonomy being given to Local Government. He added that it was important that Members had a more detailed understanding of the accounts. It was agreed that this would be considered under Item 5 on the Agenda.

3. Councillor Jerry Roodhouse stated that the Terms of Reference for the Audit and Standards committee had also changed to include a greater element of performance auditing and that some issues needed to be directed towards that body of Members. He added that there was a danger that the work programme could be overloaded by budget work.

Councillor Jerry Roodhouse stated that part of the role of the Portfolio Holder was to explore the integration of services such as legal and HR, with partners.

Councillor Hayfield agreed that discussions did need to be had with all partners about shared “back office” functions, but that in some cases this was already taking place.

4. Councillor Bill Gifford asked what the County Council approach was in relation to the old Court House and Shire Hall in Warwick.

Councillor Hayfield replied that there was a Working Group (including himself, the Chair and Councillor Tim Naylor) looking at the management and affordability of these buildings. He added that the architectural value of the building was recognised, and that the County Council were strongly minded to keep the buildings within County Council control and ownership.

The Chair thanked Councillor Hayfield for his responses.

#### **4. & 5. Work Programme and Proposals for Task and Finish Groups**

##### **(a) Items for Future Meetings**

The Chair outlined the different areas of work covered in Item 4 of the Agenda and the progress of reviews currently being undertaken. He added that he had received briefings on the various elements covered, and that he had agreed to a report being brought to the October meeting on the budget scrutiny process.

Dave Clarke commented that consideration needed to be given to the process in terms of budget scrutiny, and that if the historical approach of private Group processes continued, budget scrutiny would continue to be limited (the current Budget Working Group only included Conservative Members). This could include issues such as the cuts that would be required to make the necessary savings over the next four years.

Jane Pollard reported that the Reviews currently being undertaken on Safeguarding, Exclusions, CAMHS and Carers Support would be reporting to the relevant committees in September. Work on Ante-Natal Services for Teenage Parents was continuing. Work had not commenced on the other reviews listed, and it was now for the new bodies to determine their priorities.

Following detailed discussion and guidance from officers, the Board agreed the following potential areas for Task and Finish Groups:

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- Public Dialogue on the Budget, including the work already commissioned by the Cabinet on delivering messages to staff, partners and the public.
- Rationalisation of the property estate and the one front door
- Financial management, in the context of the introduction of the new financial systems and the management of substantial budget reductions in ensuring that information and reporting are appropriate for all users of such information.

- ICT contribution to new ways of working, with a greater focus on contributions in terms of transformation and delivering information and services for the future as opposed to delivery teams.
- One front door, including Leaner processes, e-delivery and e-communications, customer access and property
- Effectiveness of Partnerships, including the sub-region, and taking into account the changes to the PSB and the Peer Review undertaken earlier in 2010.
- Shared Services, looking at best practice and lessons to be learnt
- Workforce planning and downsizing, looking at plans of the County Council and partners in terms of downsizing.
- Big Society and the implications for the County Council, partners and the voluntary sector.
- Services for all and how to improve access to services for hard to reach groups.
- Transformation 2013 from a scrutiny perspective and the potential effectiveness.
- Rationalisation of Approach to Performance Management - rationalising performance indicators
- Re-shaping of public services, including the changes to the NHS, Schools and Police and the Reshaping Public Services document, looking at the impact on how the County Council provides services and the potential for shared services.
- Total place systems
- Locality Working and governance arrangements (including the role of Area Committees)

It was agreed that the following areas needed to be fundamental to every review carried out:

- a. how the County Council worked with other organisations or partner agencies; and
- b. value for money

Consideration also needed to be given to the structure of Board meetings, taking in account that all local authorities were facing the same challenges.

Members of the Board were asked to prioritise Task and Finish Groups that needed to commence over the summer, and the following Task and Finish Groups were commissioned:

1. NHS Warwickshire Consultation on urgent care arrangements at the St Cross Hospital, Rugby  
The following Members were nominated: Cllrs Dave Shilton (Chair), Richard Dodd, Helen Walton, Claire Watson, Sally Bragg (Rugby Borough Council) and Jerry Roodhouse (Warwickshire LINKs Council). Janet Smith noted that the consultation dates had been brought forward to start on 23 July and finish on 6 October. The Task and Finish Group would have to report to the Adult Social Care and Health OSC on 16 September to agree a response to the Consultation.

2. Public Service Reform  
The following Members were nominated: Cllrs John Ross (Chair), Peter Fowler and Jerry Roodhouse; Clive Parsons (Police) and Janet Smith (NHS Warwickshire). Jane Pollard undertook to invite further nominations from Members.
3. Public Dialogue on the Budget and Financial Management  
Cllr Tim Naylor was nominated as the Chair and Jane Pollard undertook to invite other Members of the Council to participate. Councillor Naylor indicated that as well as the short term issue about the public dialogue, he also wanted the task and finish group to look at information about what was being spent, the effectiveness of that spending and the outcomes achieved. Further, he wanted to consider how this information was shared with elected members and the public.

The proposed Task and Finish Groups on Delayed Hospital Discharges and Low Level Prevention Services were deferred to the October meeting of the Boards, to allow for all O&S committees to meet and make proposals.

Jane Pollard agreed to prepare a report for the next meeting scoping the suggested topics, including projected resource requirements.

**(b) Minutes of the meeting of the Overview and Scrutiny Board held on 2 June 2010 and the Corporate Services and Community Safety Overview and Scrutiny Committee held on 1 June 2010**

Resolved that the minutes of the meetings of the former Overview and Scrutiny Board held on 2 June 2010 and the Corporate Services and Community Safety Overview and Scrutiny Committee held on 1 June 2010 be noted.

**6. Any Other Items**

A discussion was held regarding the Car Parking Attendants and it was agreed that this was a matter for the Cabinet

**7. Date of Next Meeting**

Noted.

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Chair

The Board rose at 4.10 p.m.