

**Overview and Scrutiny Board
14th March 2012**

Work Programme and Scrutiny Review Progress Report

Recommendations

- 1) That the Overview and Scrutiny Board consider the Work Programme and agrees any additions or amendments that are considered appropriate.
- 2) That the Overview and Scrutiny Board consider a progress update, with regard to any ongoing scrutiny reviews, and agrees any recommendations as considered appropriate.
- 3) That the Overview and Scrutiny Board consider any Briefing Notes that have been circulated since the previous meetings and determine whether any further formal reports should be presented at a future meeting.

1.0 Work Programme

- 1.1 An updated draft Work Programme is attached at Appendix A for consideration. Members have the opportunity to review the Work Programme and make any suggestions for additions or amendments.

2.0 Scrutiny Reviews – Progress Report 2011/12

- 2.1 Progress of the Task and Finish Groups that have been commissioned by the Overview and Scrutiny Board during 2011/12 is attached at Appendix B. The Task and Finish Groups that are currently live are, as follows:

- Paediatric and Maternity Services
- Post-16 Transport
- Older Adult Mental Health Services
- Street Lighting Energy Saving Plan
- Safeguarding Improvement Plan

With regard recommendations arising from previous Task and Finish Groups which have been approved by Cabinet, a copy of the Recommendations Monitoring Spreadsheet is attached at Appendix C which will provide members with an outline of overall progress achieved. The Overview and Scrutiny Committees will now closely monitor the tracking of recommendations relevant to their remit through the use of the Scrutiny Action Plan, as explained at Item 5 in the Agenda. The document will be regularly presented at meetings to ensure that members can effectively monitor that process.

3.0 Forward Plan

- 3.1 Members are reminded of the Cabinet and Portfolio Holder Decisions appertaining to the remit of the Overview and Scrutiny Board, as outlined at Agenda Item 3.

4.0 Briefing Notes

4.1 The following Briefing Notes have been circulated to members separately since the last meeting of the Overview and Scrutiny Board. Members are asked to determine whether there are any specific issues arising from the briefing note which would benefit from a further formal report to the Board.

- Complaints Review

5.0 Dates of Future Meetings

4.1 Future meetings of the Overview and Scrutiny Board have been scheduled for 2.00 p.m. on the following dates:

- 14th March 2012
- 30th May 2012

	Name	Contact details
Report Author	Georgina Atkinson	georginaatkinson@warwickshire.gov.uk
Head of Service	Greta Needham	gretaneedham@warwickshire.gov.uk
Strategic Director	David Carter	davidcarter@warwickshire.gov.uk
Portfolio Holder	Councillor Hayfield	cllrhayfield@warwickshire.gov.uk
	Councillor Heatley	cllrheatley@warwickshire.gov.uk
	Councillor Wright	cllrwright@warwickshire.gov.uk

Overview and Scrutiny Board Work Programme 2011/12

Please note that as agreed by the Overview and Scrutiny Board (25th January 2012) - at the discretion of the Chair, and on a case-by-case basis, the Full Business Cases following the completion of the service reviews within the remit of the Board, will be presented to the Board prior to consideration by Cabinet. This may require a special meeting of the Board to convene to consider the Final Business Case to avoid delay in the process.

MEETING DATE	ITEM AND RESPONSIBLE OFFICER	OBJECTIVE OF SCRUTINY	Performance Management	Holding Executive to Account	Policy Review/Development	Overview	Raising Levels of Educational Attainment	Maximising independence for older people and adults with disabilities.	Pursuing a Sustainable Environment and Economy	Protecting the Community and making Warwickshire a safer place to live	Cross cutting themes/ LAA
14 th March 2012	Questions to the Portfolio Holders			√							
	Transformation Programme (Phil Evans)	To scrutinise the delivery of the Programme, including timescales and proposals.	√		√	√					
30 th May 2012	Questions to the Portfolio Holders			√							
	Transformation Programme (Phil Evans)	To scrutinise the delivery of the Programme, including timescales and proposals.	√		√	√					
	Performance Management (Phil Evans)	Report to outline feedback from the OSCs and key proposals for improvements to performance management for scrutiny members. To also include proposals regarding complaints reporting (Karen Smith).	√	√							
	Roll out of iPads	Specific details of report yet to be identified. (Tonino Ciuffini)			√						

**Overview and Scrutiny Board
Work Programme 2011/12**

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25 th July 2012	Questions to the Portfolio Holders			√							
	Property Rationalisation Programme (Steve Smith)	To receive an update on the Programme, including information on Local Centres.			√						
	Transformation Programme (Phil Evans)	To scrutinise the delivery of the Programme, including timescales and proposals.	√		√	√					
3 rd October 2012	Questions to the Portfolio Holders			√							
	Transformation Programme (Phil Evans)	To scrutinise the delivery of the Programme, including timescales and proposals.	√		√	√					
12 th December 2012	Questions to the Portfolio Holders			√							
	Transformation Programme (Phil Evans)	To scrutinise the delivery of the Programme, including timescales and proposals.	√		√	√					
	Big Society Fund (Nick Gower-Johnson)	To enable the Board to scrutinise the impact of the Fund, the performance of the community groups and the effectiveness of the services.	√						√		√
Dates to be fixed	Sub-Regional Programme of Collaboration (Monica Fogarty)										

**Overview and Scrutiny Board
Work Programme 2011/12**

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	Performance Management (Phil Evans)	To consider proposals regarding methods to improve performance monitoring by the Boards and the Scrutiny Committees.	√								
	Integrated Finance and Performance Report (Quarterly) Q3 presented 25 th Jan 2012	To consider the quarterly report and submit recommendations to Cabinet. (Elizabeth Abbott)	√	√		√					

Briefing Notes

SUBJECT OF BRIEFING NOTE	OBJECTIVE OF BRIEFING NOTE	COMMENT / FURTHER INFORMATION
Consumer Direct	To update O&S Board Members on changes to Consumer Direct.	Requested from Mark Ryder on 10 th November 2011
School Transport – Vacant Seats Policy	To update the Board on changes to the Vacant Seats Policy	Requested from Mark Gore on 16 th November 2011
Yammer – the Council's internal employee network	To include an overview of the network, the usage by employees, the benefits of the network and user monitoring.	Requested by Cllr Naylor, 25 th January 2012 (Tonino Ciuffini to action)

**Overview and Scrutiny Board
Work Programme 2011/12**

Complaints Review	Outcome of the review and improvement proposals.	Requested by Cllr Roodhouse, 25 th January 2012 (David Carter to action), circulated 20 th February 2012
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**Progress on Commissioned Task and Finish Groups
2011/12**

Topic	Reports to Parent Committees	Status	Comments
<p>Communication with the public and financial accountability Cllr Tim Naylor (Chair), Cllr Carol Fox, Cllr Julie Jackson, Cllr Clive Rickhards, Cllr Angela Warner</p>	Overview & Scrutiny Board 20 th July 2011	Completed	Phase 1 recommendations agreed by Cabinet 27.1.2011. Recommendations from Phase 2 agreed by OSB at meeting on 20.07.2011 and were reported to Cabinet on 08.09.2011. Revised recommendations agreed 14 th September 2011.
<p>Public Service Reform Cllr John Ross (Chair), Cllr Jerry Roodhouse, Cllr Sid Tooth, Clive Parsons (Police Authority), Janet Smith (PCT)</p>	Overview & Scrutiny Board 25 th May 2012	Completed	Cabinet approved recommendations from Phase 2 at its meeting 30.06.2011.
<p>Discharge from Hospital and Reablement Cllr Jose Compton (Chair), Cllr Martyn Ashford, Cllr Robin Hazelton, Cllr Kate Rolfe, , Cllr Sid Tooth, Cllr Claire Watson</p>	Adult Social Care and Health OSC 29 th June 2011	Completed	Reported to OSC on 29.06.2011 and then on to Cabinet on 14.07.2011.
<p>Supporting the Local Economy Cllr June Tandy (Chair), Cllr Richard Chattaway Cllr Peter Fowler, Cllr David Johnston, Cllr Tilly May, Cllr Chris Williams</p>	Communities OSC 31 st August 2011	Completed	Report and recommendations were considered by the Communities OSC on 31.08.2011.
<p>Waste Disposal Cllr Richard Chattaway (Chair), Cllr Clare Hopkinson, Cllr Barry Lobbett, Cllr John Whitehouse</p>	Communities OSC 31 st August 2011	Completed	Report and recommendations being considered by Communities OSC on 31.08.2011.

**Progress on Commissioned Task and Finish Groups
2011/12**

Topic	Reports to Parent Committees	Status	Comments
Quality Accounts Cllr Dave Shilton (Chair), Cllr Peter Balaam, Cllr Jeff Clarke, Cllr Jim Foster, Cllr Sid Tooth, Cllr Angela Warner	Adult Social Care and Health OSC 7 th June 2011	Completed	Single Issue meeting held on 07.06.2011. The Committee's commentary on the Quality Accounts were circulated to providers following the meeting
Paediatric Cardiac Surgery Services in England Cllr Martyn Ashford, Cllr Peter Barnes, Cllr Sarah Boad, Cllr Richard Chattaway	This was agreed "virtually" by the Adult Social Care and Health OSC	Completed	The response was sent to the Department of Health before the deadline of 5 October 2011
Paediatric and Maternity Services Cllr Peter Balaam (Chair), Cllr Martyn Ashford, Cllr Carolyn Robbins, Cllr Barry Longden, Cllr Sonja Wilson, Cllr Jim Foster, Lesley Hill (LINK)	This is expected to report to Adult Social Care & Health OSC in February 2012	Live	<p>The Arden Cluster has delayed the start of the consultation until early May 2012 to ensure that the final options are sufficiently safe and sustainable. Previously, it had judged that Option C (which is the option that keeps most services at George Eliot Hospital) was not sustainable. George Eliot Hospital has since submitted revised proposals to strengthen Option C (in partnership with South Warwickshire NHS Foundation Trust), which the Arden Cluster is now assessing.</p> <p>The Task and Finish Group is awaiting the outcome of this assessment. Its role then will be to review the revised Business Case and the revised Consultation Document. Once the consultation is underway, the TFG will receive progress reports at 30 and 60 days to assess if the consultation is reaching the right groups. It will also take a draft consultation response to the Adult Social Care and Health Overview and Scrutiny Committee for approval prior to the submission deadline.</p>

**Progress on Commissioned Task and Finish Groups
2011/12**

Topic	Reports to Parent Committees	Status	Comments
<p>Older Adult Mental Health Services Cllr Jerry Roodhouse (Chair), Cllr Peter Fowler, Cllr Sid Tooth</p>	<p>Adult Social Care and Health OSC – 15 February 2012</p>	<p>Live</p>	<p>On 10th March 2011 the Overview and Scrutiny Board commissioned a Task and Finish Group to scrutinise a Coventry and Warwickshire Partnership Trust consultation regarding proposed changes to Older Adults Mental Health Services in Warwickshire. The consultation was due to start in April 2011 but suffered a number of delays and as of 1st March 2012 still hasn't started.</p> <p>A report went to the February meeting of the Adult Social Care and Health OSC asking how to proceed. Members agreed that due to the importance of the issue, the Task and Finish Group should continue. A letter was sent from Councillors Les Caborn and Jerry Roodhouse to Stephen Jones, Chief Executive of the Arden Cluster, to highlight the problems experienced so far and ask him when the consultation will be starting.</p>
<p>Post 16 Transport Cllr Peter Balaam (Chair). Other Members – tbc</p>	<p>To be confirmed</p>	<p>Live</p>	<p>The Overview and Scrutiny Board received an update paper on the implementation of the changes to post-16 transport on 25th January 2012. Officers will be meeting with the Chair of the Task and Finish Group, Councillor Peter Balaam, on 14th March to consider the scope of the review and discuss options for proceeding with the review, before calling in other members and officers for the first meeting of the Task and Finish Group.</p>
<p>Street Lighting Energy Saving Plan Cllr Martyn Ashford, Cllr Richard Chattaway, Cllr Jose Compton, Cllr Jim Foster, Cllr David Johnston, Cllr Barry Longden, Cllr Carolyn Robbins, Cllr Martin Shaw, Cllr Ray Sweet</p>	<p>To be confirmed</p>	<p>Live</p>	<p>The first meeting of the Task and Finish Group has been scheduled for 8th March 2012. The group will elect a Chair, then be given a presentation on the energy saving proposals by lead engineer Simon Moseley, and set the work programme for the review.</p>

**Progress on Commissioned Task and Finish Groups
2011/12**

Topic	Reports to Parent Committees	Status	Comments
Safeguarding Improvement Plan Members - tbc	To be confirmed	Live	All non-Executive members have been invited to express their interest in joining the Task and Finish Group. Early discussions have taken place between the Scrutiny Officer (Richard Maybey) and the Head of Service to understand how the service is implementing the Action Plan, and how/when members can best be involved in the monitoring of this. A suggested process and timescale will be discussed with members at the first scoping meeting, to be scheduled for late March/early April.

Overview and Scrutiny Board

Appendix C

Review	OSC Approval	Cabinet Approval	No. of Recs Made	No. of Recs Approved	Were the Recs Revised?	Update Reports to OSC	No. of Recs Fully Implemented	Reasons for rejection / delay in implementation
Breaking the Mould – Public Services Reform	25-May-11	16-Jun-11	4	4	No	14th March 2012		Scrutiny Action Plan
Review of Financial Accountability 2011 – Stage 2	20-Jul-11	08-Sep-11	5	5	Yes	14th March 2012		Scrutiny Action Plan

Totals			No. of Recs Made	No. of Recs Approved	Revised Recs			
2			9	9	1		0	

Adult Social Care and Housing

Appendix C

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Hospital Discharge and Reablement	29th June 2011	14th July 2011	17	17				

Totals			No. of Recs Made	No. of Recs Approved	Revised Recs			
1			17	17	0		0	

Children and Young People

Appendix C

Review	OSC Approval	Cabinet Approval	No. of Recs Made	No. of Recs Approved	Were the Recs Revised?	Update Reports to OSC	No. of Recs Fully Implemented	Reasons for rejection / delay in implementation
Scrutiny of Safeguarding	08-Sep-10	14-Nov-10	13	13	No	17-Jan-12	4	Scrutiny Action Plan
Educational Attainment of Children in Warwickshire	01-Apr-11	14-Apr-11	4	2	Yes	awaiting feedback from service		Scrutiny Action Plan
Future Relationship with Schools	01-Sep-11	13-Oct-11	2	1	No	Not required	1	The recommendations were minor changes to the wording of a Cabinet report (one of which was redundant due to a change in the report). No requirement for OSC to monitor

Totals			No. of Recs Made	No. of Recs Approved	Revised Recs		No. of Recs Fully Implemented	
3			19	16	1		5	

Communities

Appendix C

Review	OSC Approval	Cabinet Approval	No. of Recs Made	No. of Recs Approved	Were the Recs Revised?	Update Reports to OSC	No. of Recs Fully Implemented	Reasons for rejection / delay in implementation
Household Waste Recycling Centres	3rd November 2010	Sent to Strategic Director for approval	14					Scrutiny Review Outline
Rugby Western Relief Road	28th April 2011	12th May 2011	14	14	No	Cabinet update on the 08th September 2011	Implementation report to be presented to Cabinet by March 2012	
Residual Waste	31st August 2011	13th October 2011	7	7	No	Awaiting feedback from service.	Awaiting feedback from service.	Scrutiny Review Outline
Support for the Local Economy	31st August 2011	13th October 2011	8	8	Yes	Awaiting feedback from service.	Awaiting feedback from service.	Scrutiny Review Outline

			No. of Revised Recs					
3			43	29	1		0	

Overview		
Total Number of Reviews	9	N/A
Total Number of Recs Made	88	N/A
Total Number of Recs Approved	71	81%