

Business Overview and Scrutiny Committee
Wednesday, 28th November 2018

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| REPORT TITLE: | BUSINESS OVERVIEW & SCRUTINY COMMITTEE - WORK PROGRAMME UPDATE |
| REPORT OF: | THE CHAIR OF THE COMMITTEE |

REPORT SUMMARY

This report explains the process of developing and managing the scrutiny work programme for the municipal year. The Business Overview & Scrutiny Committee, in cooperation with the other three Overview & Scrutiny Committees, is responsible for proposing and delivering an annual scrutiny work programme. This work programme should align with the corporate priorities of the Council, in particular the delivery of the Wirral Plan pledges which are within the remit of the Committee.

It is envisaged that the work programme will be formed from a combination of scrutiny reviews, standing items on committee agendas and requested officer reports. This report provides the committee with an opportunity to plan and regularly review its work across the municipal year.

RECOMMENDATION/S

Members are requested to:

Approve the proposed Business Overview & Scrutiny Committee work programme for 2018/19, making any required amendments.

SUPPORTING INFORMATION

1.0 REASON/S FOR RECOMMENDATION/S

To ensure members of the Business Overview & Scrutiny Committee have the opportunity to contribute to the delivery of the annual work programme.

2.0 OTHER OPTIONS CONSIDERED

Not Applicable

3.0 BACKGROUND INFORMATION

3.1 THE SCRUTINY WORK PROGRAMME AND THE WIRRAL PLAN

The work programme should align with the priorities of the Council and its partners. The programme will be informed by:

- The Wirral Plan pledges
- The Council's transformation programme
- The Council's Forward Plan
- Service performance information
- Risk management information
- Public or service user feedback
- Referrals from Cabinet / Council

The Wirral Plan pledges and strategies of particular relevance to the Business Overview & Scrutiny Committee are:

| Pledge | Plans & Strategies |
|--|--|
| Greater job opportunities in Wirral | Wirral Growth Plan |
| Workforce skills match business need | Wirral Growth Plan Skills Strategy (In development) |
| Increase inward investment | Wirral Growth Plan |
| Thriving small Businesses | Wirral Growth Plan |
| Vibrant tourism economy | Growth Plan Wirral Visitor Economy Strategy |
| Transport & technology infrastructure fit for the future | Transport Strategy Digital Strategy |

3.2 PRINCIPLES FOR PRIORITISATION

Good practice suggests that, in order to maximise the impact of scrutiny, it is necessary to prioritise proposed topics within the work programme. Members may find the following criteria helpful in providing a guideline towards ensuring that the most significant topics are prioritised:

| Principles for Prioritisation | |
|-------------------------------|---|
| Wirral Plan | Does the topic have a direct link with one of the 2020 pledges? |
| | Will the review lead to improved outcomes for Wirral residents? |
| Public Interest | Does the topic have particular importance for Wirral Residents? |
| Transformation | Will the review support the transformation of the Council? |
| Financial Significance | Is the subject matter an area of significant spend or potential saving? |
| | Will the review support the Council in achieving its savings targets? |
| Timeliness / Effectiveness | Is this the most appropriate time for this topic to be scrutinised? |
| | Will the review be a good use of Council resources? |

By assessing prospective topics using these criteria, the Committee can prioritise an effective work programme that ensures relevance and the highest potential to enhance outcomes for residents.

3.3 DELIVERING THE WORK PROGRAMME

It is anticipated that the work programme will be delivered through a combination of:

- Scrutiny reviews undertaken by task & finish groups
- Evidence days and workshops
- Committee reports provided by officers
- Standing committee agenda items, for example, performance monitoring and financial monitoring
- Spotlight sessions
- Standing panels (where deemed necessary)

As some of the selected topics may cut across the Wirral Plan themes, it is anticipated they may be of interest to members of more than one committee. In these circumstances, opportunities for members of more than one committee to work jointly on an item of scrutiny will be explored.

Regular work programme update reports will provide the committee with an opportunity to plan and review its work across the municipal year.

4.0 SCRUTINY WORK PROGRAMME ITEMS

4.1 Wirral Waters

The scrutiny workshop for Members to review the latest developments of Wirral Waters was convened on 16th October 2018 and was open to all overview & scrutiny Members. A report detailing the outcomes of the workshop is elsewhere on this agenda and requests Committee to consider any recommendations arising from it.

4.2 Budget Savings Proposals

As part of the Committee's work programme for the year, it was agreed for scrutiny to be undertaken on any potential budget savings proposals before approval by Cabinet. Following agreement with the Chair and Party Spokespersons, a scrutiny workshop has now been scheduled for 11th December 2018 and Members have been notified of this. A report of the outcomes of the workshop will be presented to the committee meeting scheduled on 22nd January before the report is referred to Cabinet as part of the budget setting process.

4.3 Camper Vans Task & Finish Scrutiny Review

A Task & Finish Scrutiny Review on 'Camper Vans' was agreed to be added to the Committee's work programme. A scoping meeting has now been convened with Cllr. Mitchell, Rennie and Hackett comprising the Review Panel, with Cllr. Hackett as the Chair. The review will focus on understanding the current issues around campervan parking on Wirral and to inform the development of a campervan policy.

4.0 FINANCIAL IMPLICATIONS

Not Applicable

5.0 LEGAL IMPLICATIONS

Not Applicable

6.0 RESOURCE IMPLICATIONS: ICT, STAFFING AND ASSETS

The delivery of the scrutiny work programme will be met from within existing resources.

7.0 RELEVANT RISKS

Not Applicable

8.0 ENGAGEMENT/CONSULTATION

Not Applicable

9.0 EQUALITY IMPLICATIONS

This report is for information to Members and there are no direct equality implications.

REPORT AUTHOR: **Michael Lester**
Scrutiny Officer
telephone: (0151) 691-8628
email: michaellester@wirral.gov.uk

APPENDICES:

Appendix 1: Business Overview & Scrutiny Committee – Work programme

REFERENCE MATERIAL

SUBJECT HISTORY (last 3 years)

| Council Meeting | Date |
|-----------------|------|
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