



Scrutiny Programme Board

Date:	Wednesday, 4 November 2009
Time:	6.15 pm
Venue:	Committee Room 1 - Wallasey Town Hall

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AGENDA

1. DECLARATIONS OF INTEREST/PARTY WHIP

Members are asked to consider whether they have personal or prejudicial interests in connection with any item(s) on this agenda and, if so, to declare them and state what they are.

Members are reminded that they should also declare, pursuant to paragraph 18 of the Overview and Scrutiny Procedure Rules, whether they are subject to a party whip in connection with any item(s) to be considered and, if so, to declare it and state the nature of the whipping arrangement.

2. MINUTES (Pages 1 - 6)

To receive the minutes of the meetings held on 14 September and 15 October 2009.

3. COUNCILLOR CALL FOR ACTION PROTOCOL (Pages 7 - 14)

4. SCRUTINY PROGRAMME BOARD - REVIEW OF WORK PROGRAMME (Pages 15 - 20)

5. WORK PROGRAMMES OF OVERVIEW AND SCRUTINY COMMITTEES (Pages 21 - 52)

- (a) Children and Young People
- (b) Council Excellence
- (c) Economy and Regeneration
- (d) Health and Well Being
- (e) Sustainable Communities

6. SCRUTINY TRAINING

Verbal Report

7. REVIEW OF THE FORWARD PLAN

The Forward Plan for the period 1 November 2009 to 28 February 2010 has now been published on the Council's intranet/website. The Group Spokespersons have requested Members to review the Plan prior to the meeting in order for the Scrutiny Programme Board to consider, having regard to the Committee's work programme, whether scrutiny should take place of any items contained within the Plan and, if so, how it could be done within relevant timescales and resources.

8. ANY OTHER URGENT BUSINESS APPROVED BY THE CHAIR

SCRUTINY PROGRAMME BOARD

Monday, 14 September 2009

Present:

Councillor D Mitchell (Chair)

Councillors	J Hale	AER Jones
	C Meaden	H Smith
	S Clarke	A Bridson
	J Keeley	P Southwood

Deputies:

Councillors L Rowlands (In place of D Knowles)

12 DECLARATIONS OF INTEREST/PARTY WHIP

Members were asked to consider whether they had personal or prejudicial interests in connection with any item(s) on this agenda and, if so, to declare them and state what they were.

Members were reminded that they should also declare, pursuant to paragraph 18 of the Overview and Scrutiny Procedure Rules, whether they were subject to a party whip in connection with any item(s) to be considered and, if so, to declare it and state the nature of the whipping arrangement.

No such declarations were made.

13 MINUTES

Members were requested to receive the minutes of the meeting of the Scrutiny Programme Board held on 27 May, 2009

Resolved – That the minutes be received.

14 TERMS OF REFERENCE

Further to minute 3 (27/5/09) Members gave further consideration to the specific terms of reference relating to the allocation of call-in notices which involve more than one of the overview and scrutiny committees.

Resolved – That this committee recommend to Council that the following amendment be made to paragraph (iv) of its terms of reference (Call-in Notices):

(iv) the chair and party spokespersons of the scrutiny programme board shall consider call-in notices in relation to executive functions which fall within the terms of reference of more than one overview and scrutiny committee and allocate such notices to those committees affected by the decision.

15 **RESPONSE TO MEMBERS QUESTIONNAIRE ON SCRUTINY**

The Chair presented a report providing feedback from meetings of the Group Spokespersons which reviewed the responses to the members' questionnaire on scrutiny (appendix a), and recommendations to improve the effectiveness of scrutiny.

Resolved – That the Scrutiny Programme Board:

- (1) endorses the actions of the Group Spokespersons;**
- (2) requests that each of the five Scrutiny Committees undertake at least one detailed review of a relevant topic and produce a report with recommendations for improvements.**
- (3) encourages Scrutiny Committees to facilitate greater involvement of residents and community organisations during reviews on specific topics.**
- (4) supports the production of a short 'aide memoire' document to highlight examples of good scrutiny practice.**
- (5) requests that training opportunities are identified for scrutiny members and chairs. In addition, further work should be done to identify examples of good scrutiny practice from other Councils and reports are prepared for future meetings.**
- (6) agrees that the Forward Plan should be included as a standard item on the agenda of future Scrutiny Programme Board meetings.**
- (7) requests that examples of good practice on member's scrutiny questionnaires are identified from elsewhere and that the Questionnaire be amended if necessary before the end of the current municipal year.**

16 **WORK PROGRAMMES OF OVERVIEW AND SCRUTINY COMMITTEES**

Members received reports outlining the work programmes of the following overview and scrutiny committees, including an indication of the way in which each item would be dealt with, a relative timescale for the work, and brief comments on progress:

- (a) Children and Young People**
- (b) Council Excellence**
- (c) Economy and Regeneration**
- (d) Health and Well Being**
- (e) Sustainable Communities**

Resolved – That the reports be noted.

17 **SCRUTINY PROGRAMME BOARD - WORK PROGRAMME**

Members received an update report on the committee's work programme including a proposed outline meeting schedule for the current municipal year and suggestions for additions to the work programme.

There was a general discussion regarding the scoping of the Wirral Alcohol Strategy review and it was proposed that the focus for this work should involve a detailed examination of alcohol related admissions to hospital.

The Chair highlighted the improvement in the figures produced by the Audit Commission relating to alcohol related admissions to hospital and suggested that the review should look at the underlying trends behind these figures, the way in which the reductions have been achieved, and examples of good practice.

The Chair also commented on the reasons for inclusion of One Council as an addition to the committee's work programme, particularly in light of the appointment of a new Head of Service for Human Resources.

Resolved –

(1) That the reports be noted.

(2) That a working part be established in the political ratio (1:1:1) to undertake a detailed examination of the alcohol related admissions to hospital figures, and that members of the Health and Well Being Overview and Scrutiny Committee and relevant professional in this field be also invited to participate in this work.

18 **REVIEW OF THE FORWARD PLAN**

The views of members were sought as to whether scrutiny should take place of any items contained within the Forward Plan for the period September to December ,2009.

Resolved – That the content of the Forward Plan be noted.

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Public Document Pack

SCRUTINY PROGRAMME BOARD

Thursday, 15 October 2009

<u>Present:</u>	Councillor	D Mitchell (Chair)	
	Councillors	J Hale D Knowles	H Smith A Bridson
<u>Deputies:</u>	Councillors	D Roberts (In place of C Meaden) P Reisdorf (In place of P Southwood)	

19 DECLARATIONS OF INTEREST/PARTY WHIP

Members were asked to consider whether they had personal or prejudicial interests in connection with any item(s) on this agenda and, if so, to declare them and state what they were.

Members were reminded that they should also declare, pursuant to paragraph 18 of the Overview and Scrutiny Procedure Rules, whether they were subject to a party whip in connection with any item(s) to be considered and, if so, to declare it and state the nature of the whipping arrangement. No such declarations were made.

20 ALLOCATION OF CALL-IN NOTICE

The Director of Law, HR and Asset Management, reported that the Conservative Group had called-in minute 129 of Cabinet on 24 September, 2009 regarding The Sail Project, West Kirby. The reasons for the call-in were as follows:

“It is clear from the amount of public concern expressed at local Area forums that the majority of residents are opposed to this particular scheme. Many questions about the impact of this scheme on the local community remain unanswered. Issues surrounding car parking provision have not been adequately addressed, the proposed scheme is not in keeping with the surrounding area and the proposal to include retail outlets would have a detrimental effect on surrounding businesses.

The scheme, as it now stands, is vastly different from that proposed at the consultation stage, and we are concerned that no instructions were given to the developer regarding the nature and extent of the required public consultation, which was entirely inadequate and the reporting of which to the Cabinet was misleading. We believe that the right way forward would be for an independently conducted consultation. We therefore believe that it would be in the public interest to have this minute scrutinised by the Economy and Regeneration Overview and Scrutiny Committee.”

This matter was referred to the Scrutiny Programme Board in accordance with its terms of reference which were “to consider any call-in notices in relation to any

executive functions and determine such notices or allocate them to one or more of the five themed overview and scrutiny committees as it consider most appropriate.”

It was moved by Councillor H Smith and seconded by Councillor D Roberts:-

“That this call-in notice be allocated to the Council Excellence Overview and Scrutiny Committee.”

It was moved as an amendment by Councillor J Hale and seconded by Councillor D Knowles:-

“That this call-in notice be allocated to the Economy and Regeneration Overview and Scrutiny Committee.”

The amendment was put to the vote and lost (3:4)

The motion was put to the vote and carried (4:3)

Resolved (4:3) - That this call-in notice be allocated to the Council Excellence Overview and Scrutiny Committee.

WIRRAL COUNCIL

SCRUTINY PROGRAMME BOARD - 4 NOVEMBER 2009

REPORT OF THE DIRECTOR OF LAW, HR AND ASSET MANAGEMENT

COUNCILLOR CALL FOR ACTION PROTOCOL

EXECUTIVE SUMMARY

Appended to this report is a draft Protocol in respect of the 'Councillor's Call for Action' (CCfA) for initial consideration by the Panel. It is important to note that the CCfA should only be taken as a last resort when all other avenues available to a Councillor to address the identified problem have failed.

1. Background

1.1 The Local Government and Public Involvement in Health Act 2007 includes new powers that enable all Councillors to ask for discussions at Overview and Scrutiny Committees on issues where local problems have arisen and other methods of resolution have been exhausted.

1.2 This has become known as the (CCfA). It came into force on 1 April 2009.

1.3 A draft Protocol has been drawn up to help Councillors understand what (CCfA) means to them and details a proposed procedure for dealing with them in Wirral.

2. Introduction

2.1 The CCfA, alongside Government regulations that require a wide range of agencies to cooperate with scrutiny, is intended to provide extra support to the vital work undertaken by Councillors in their communities as Community Champions. CCfA also increases the accountability of public service providers to local communities.

2.3 The Police and Justice Act 2006 allows Councillors to raise crime and disorder issues. Council's were required to start the new CCfA process from 1 April 2009.

2.4 In the Local Government White Paper, 'Strong and prosperous communities,' the Minister for Communities and Local Government said:

'Local communities are represented by their democratically elected Councillors. We want to strengthen the ability of local Councillors to speak up for their communities and demand an answer when things go wrong. We propose that this role should be exercised by individual Councillors through a '**Call for Action**' or collectively by Councillors through the Overview and Scrutiny Committee.'

3. What's new about the CCfA?

3.1 What makes the CCfA different from a more general request for scrutiny is:

- The focus of the CCfA is on **neighbourhood** or **locality** issues and specifically the **quality** of public service provision at a locality level.

- The CCfA represents a genuine local **community** concern - based on local Councillors' judgements - and
- It is a **persistent** problem that the local Councillor has **not been able to resolve** through local action and discussion with the Cabinet or relevant services and agencies.
- From 1 April 2009 Councillors are under a **legal duty** to consider requests from members of the public on certain issues.

4. What the CCfA is Not:

- 4.1 Scrutiny is not suitable for dealing with individual complaints. The Council and partner agencies have separate complaints systems for this purpose. In replying to public requests for CCfA, local Councillors will need to make a judgement about whether the issue is a possible CCfA or should be dealt with in another way.
- 4.2 Also a CCfA is not suitable for dealing with issues that relate to individual 'quasi judicial' decisions – for example planning or licensing matters.

5. How Will It Work In Practice?

- 5.1 The CCfA draft Protocol is set out in the following pages:

RECOMMENDATION

That the Scrutiny Programme Board be invited to comment/make amendments to this Protocol in advance of it being presented to Cabinet/Council for consideration and adoption.

Councillor Call for Action Protocol – A Guide

1. What is the Councillor Call for Action?

- 1.1 The Councillor Call for Action (CCfA) process provides ward Members with a means of escalating matters of ward concern to an Overview and Scrutiny Committee, for possible onwards recommendations to the Council's Cabinet and/or other agencies. **It is very important to note that a CCfA is intended to be a measure of "last resort" and may not be used until all other avenues have been exhausted.** The CCfA may not be used in relation to individual planning and licensing decisions or where other avenues of appeal exist.
- 1.2 This guide has been prepared to offer assistance to a Councillor who is thinking of pursuing a CCfA and has regard to a best practice guidance booklet published by the Centre for Public Scrutiny and the Improvement and Development Agency.

2. What is CCfA designed to achieve?

- 2.1 CCfA should be seen in the context of wider changes introduced to provide overview and scrutiny with greater powers to work more closely with partners and across organisational boundaries. It will enable Councillors, as the democratic representatives of their communities, to raise issues that it has not been possible to resolve by other means.
- 2.2 CCfA should not be seen in isolation. It is part of a range of measures available to a ward Councillor in support of his or her representative role, including the internal feedback process, petitions, call-in etc.

3. Who can raise a CCfA?

- 3.1 It is open to any Councillor to raise a CCfA at a meeting of one of the Council's Overview and Scrutiny Committees. The Councillor does not have to be a member of the relevant Committee.
- 3.2 A Councillor whose CCfA is listed on an agenda for an Overview and Scrutiny Committee meeting will be invited and expected to attend that meeting to speak to the item. However, in exceptional circumstances, the Councillor concerned can send a substitute. The decision to allow this will be taken by the Monitoring Officer in consultation with the relevant Overview and Scrutiny Committee Chairman and Spokespersons.

4. What can be raised through a CCfA?

4.1 A Councillor who is a member of an Overview and Scrutiny Committee can raise any matter that is within the terms of reference of the Committee. Any Councillor can raise a local government matter with any of the Council's Overview and Scrutiny Committees and in particular, issues relating to the local neighbourhood. A local government matter can relate to the discharge of any function of the Council and, more locally, all or part of the Councillor's ward or any person who lives or works in it. In line with the area focus of Comprehensive Area Assessment and the fact that the Council's duties increasingly impact on other organisations and involve partners within and outside the Local Strategic Partnership, a Councillor can raise any issue that relates to the economic, social and environmental well-being of his or her ward.

5. Is any matter excluded from a CCfA?

5.1 Yes. There are certain exclusions from CCfA. The Overview and Scrutiny Committee may reject any Call for Action if it:

- is not a matter for which the local authority or its partners has a responsibility, or which does not affect the borough
- is defamatory, frivolous or offensive
- is substantially the same as a Councillor Call for Action which has been put to any meeting of the Council in the past 6 months
- is a matter relating to a planning decision
- is a matter relating to a licensing decision
- is a matter relating to an individual or entity in respect of which that individual or entity has a right of recourse to a review or appeal conferred by or under any enactment
- is vexatious, discriminatory or not reasonable* for inclusion on an agenda for discussion at a meeting of an Overview and Scrutiny Committee.

5.2 Although a CCfA can not be raised on a single licensing or planning decision, a CCfA can be raised about licensing and planning decisions and other decisions where there is a right to review or appeal if the CCfA consists of an allegation that the authority responsible has failed to discharge the function or is failing on a systematic basis.

6. What other avenues are available to resolve an issue?

6.1 There is a wide range of both formal and informal avenues available that a Councillor can use to influence, change and resolve problems. These include:

- Motions on the agenda for Council
- Area Forums
- Written and oral questions at Council
- Exercising the right to ask for items to be included on an agenda
- Organising a petition
- Organising a public meeting
- Informal discussions with officers or other Councillors
- Liaison and discussions with Councillors of other authorities e.g Mersey Travel
- Writing to or emailing an officer or an officer of another authority on behalf of a constituent

6.2 It is important to recognise CCfA as a last resort rather than the primary route to getting constituency issues resolved. It would be an unnecessary waste of resources if a Councillor tried to deal with all constituency issues or matters of concern by raising them on an Overview and Scrutiny Committee agenda. A Councillor should try to resolve matters informally or at a local level before considering whether to pursue a CCfA. Advice can be sought from the Monitoring Officer on appropriate courses of action.

6.3 A ward Member requesting a call for action will be asked to demonstrate to the Monitoring Officer that he or she has sought to address the issue through all existing means. The call will not be considered unless the Overview and Scrutiny Committee, whose terms of reference the CCfA falls in, is satisfied that:

- the Councillor has made all reasonable efforts to resolve the matter via dialogue with Council officers and or relevant partners and particularly the Area Forums;
- the issue of concern is a matter in respect of which the Council has a statutory power or duty to deal with which is not precluded by legislation; and
- the issue of concern has a demonstrable impact on a part of or the whole of a Councillor's ward.

6.4 Before a CCfA can be progressed to scrutiny, the Councillor must provide documentation to show that he/she has taken the following steps:

- made the relevant service request / Members' enquiry/letter to relevant other agency
 - raised the issue with the relevant Cabinet Member or senior representative of a partner agency
 - raised the issue of concern at relevant meetings dealing with crime and disorder matters
 - brought the matter to the attention of the Area Forum.
- 6.5 Care should be taken by a Councillor not to offer definitive advice to a constituent about a particular issue which may lead to action or expenditure on the part of the constituent. Councillors are not insured to do so and any subsequent claim by a constituent that the advice was flawed could lead to embarrassment and costs.

7. How will the process work?

- 7.1 The ward Councillor's role in the consideration of the CCfA, as with any formal Council business, is subject to compliance with the Members' Code of Conduct
- 7.2 A Councillor wishing to raise a CCfA should contact the Monitoring Officer with the appropriate details not less than ten working days prior to the despatch of an agenda for the Overview and Scrutiny Committee on which the item is to be included. He or she should explain:
- The background to the CCfA
 - What action the Councillor has already taken to try to resolve the issue informally
 - If the issue is being raised on behalf of a constituent, what action the constituent has taken to try to resolve the matter
 - What resolution the Councillor (or constituent) is seeking to achieve
 - The decision/recommendation(s) of the Area Forum.
- 7.3 It is important to recognise that CCfA is not appropriate for an individual complaint, e.g. a complaint by an individual resident about a failure to collect refuse or about an incident in a leisure centre. Avenues for complaint already exist to deal with such matters through the Council's Complaints Procedure. However scrutiny can become involved where it is felt that a series of complaints demonstrates a systematic failure in a particular service.
- 7.4 On receipt of the request, the Monitoring Officer will obtain any further information thought to be necessary from the Councillor, including any documentation that may be available, and his or her availability to attend the Committee meeting when the CCfA is to be raised. The Monitoring Officer will consult with the Chairman of the relevant Overview and Scrutiny Committee on whether the CCfA can be accepted or whether it should be excluded under the statutory criteria.

- 7.5 In considering whether to include the CCfA on an agenda, regard will be had to any representations made by the Councillor in support of his or her request. The Monitoring Officer, after consultation with the appropriate Chairman and Spokespersons, will consider whether all other avenues have been exhausted (if not he can use his discretion to determine the route the issue raised should now take e.g. Area Forum) or whether a CCfA can now be accepted and, if so, which Committee it should be considered by. If the CCfA is rejected, the Councillor will be notified of the decision and the reason for it.
- 7.6 The relevant Cabinet Member will be invited to attend the Committee meeting at which the CCfA is to be raised, together with a senior officer from the appropriate Department.
- 7.7 When an item is raised at a Committee meeting, the Councillor bringing the CCfA or, in exceptional circumstances the substitute, will be invited to speak to the Committee about the issue and what outcome is being sought. The Committee may:
- Challenge the expected outcome if it feels that this is unreasonable or inappropriate
 - Seek further information from the Councillor bringing the CCfA
 - Invite the Cabinet Member or senior officer to respond to the issues raised by the Councillor
 - Decide to ask the Cabinet Member or senior officer to report back to a future meeting with further information, after investigating the issue raised
 - Decide whether to invite a representative of a partner or other organisation to attend a future meeting if the CCfA relates to an issue that is the responsibility of that organisation
 - Appoint a Panel to investigate the issue further and report back with recommendations
 - Recommend the Cabinet Member or Cabinet to pursue a particular resolution to the CCfA
 - Decide that it would be inappropriate to pursue the matter any further giving reasons
 - Refer it back to the Area Forum setting out the reasons why it has decided on this course of action
- 7.7 If the Committee decides to submit a report and/or recommendations either to the Council or the Cabinet, it will provide the Councillor with a copy.
- 7.8 The decision of the Committee on the CCfA shall be final.

8. *Definitions

- 8.1 Any matter which is vexatious, discriminatory or not reasonable is excluded from CCfA
- 8.2 '**Vexatious**' is defined in guidance to the Freedom of Information Act as 'Deciding whether a request is vexatious is a flexible balancing exercise, taking into account all the circumstances of the case. There is no rigid test or definition and it will often be easy to recognise. The key question is whether the request is likely to cause distress, disruption or irritation, without any proper or justified cause'.
- 8.3 Issues around persistency are also implied in this definition. However, a persistent request may be entirely valid where it relates to a systematic problem. A request which some Councillors may regard as vexatious for political reasons may be entirely reasonable.
- 8.4 '**Discriminatory**' is defined in the Equality Act as 'A person ("A") discriminates against another person ("B") for the purposes of this Part if on the grounds of the religion or belief of B or of any other person except A (whether or not it is also A's religion or belief) A treats B less favourably than he treats or would treat others (in cases where there is no material, difference in the relevant circumstances'. The definition can be applied to other forms of discrimination for reasons of sex and/or race.
- 8.5 '**Not reasonable**' does not mean the same as unreasonable. It is best considered as a qualifier to the word 'vexatious' i.e. a vexatious request is likely to be not reasonable and vice versa.

UPDATE ON WORK PROGRAM : SCRUTINY PROGRAMME BOARD - 04/11/09

New Reports to assist in monitoring the Committee's work programme

It was agreed by the Scrutiny Chairs Group in September 2008 to use the following reports to monitor the work programme for each Scrutiny Committee. The last item on each Scrutiny Committee agenda should be 'Review of the Committee Work Programme'.

Report 1 - Monitoring Report for Scrutiny Committee Work Programme

This report will list all items that have been selected by the Committee for inclusion on the work programme for the current year.

It will also include items, such as previous Panel Reviews, where recommendations have been made to Cabinet. It is important that the implementation of these recommendations is monitored. Otherwise there is no measure of the success of scrutiny.

For each item on the work programme, the report will give a description, an indication of how the item will be dealt with, a relative timescale for the work and brief comments on progress.

Report 2 - Suggestions for Additions to Work Programme

The Work Programme for the Committee should be reviewed at each meeting. This will include members having the opportunity to ask for new Items to be added to the programme. This report will list any newly suggested items. Committee will then have the opportunity to agree (or not) for them to be added to the programme.

Report 3 - Proposed Outline Meeting Schedule for the Municipal Year

The report will, for each scheduled Committee meeting, list those items which are likely to be on the meeting agenda. This will give the opportunity for Committee members to take a greater lead in organising their work programme.

Report 4 - Progress Report on In-Depth Panel Reviews

This report will give a very brief update on progress / timescales for in-depth panel reviews which are in the 'ownership' of the Committee.

REPORT 1
MONITORING REPORT FOR SCRUTINY COMMITTEE WORK PROGRAMME
SCRUTINY PROGRAMME BOARD: 2009 / 2010

Date of New item	Topic Description	How the topic will be dealt with	Estimated Complete Date	Comments on Progress	Complete?
June 2009	Equality and Diversity	Monitor progress of other scrutiny committees on this issue.			
June 2009	Member's Scrutiny Questionnaire	Spokespersons panel to review the responses of the May 2009 questionnaire and report back to the Scrutiny Programme Board		Follow-up report with recommendations approved by Scrutiny Programme Board on 14 th September 2009.	
Sept 2009	Implementation of the Wirral Alcohol Strategy	Panel review		Topic approved by Scrutiny Programme Board on 14 th September 2009.	
Sept 2009	One Council			Topic approved by Scrutiny Programme Board on 14 th September 2009.	
Sept 2009	How to encourage greater involvement of residents and community organisations in scrutiny processes.	Future report		Topic approved by Scrutiny Programme Board on 14 th September 2009 as a result of the member's questionnaire.	
Sept 2009	Identify and promote examples of good scrutiny practice.	Future reports		Topic approved by Scrutiny Programme Board on 14 th September 2009 as a result of the member's questionnaire.	

Date of New item	Topic Description	How the topic will be dealt with	Estimated Complete Date	Comments on Progress	Complete?
Sept 2009	Identify training opportunities for scrutiny members	Future reports		Topic approved by Scrutiny Programme Board on 14 th September 2009 as a result of the member's questionnaire. A verbal report will be provided at the meeting on 4 th November 2009.	
Sept 2009	Oversee the production of a revised version of the annual scrutiny questionnaire for members	Future reports		Topic approved by Scrutiny Programme Board on 14 th September 2009 as a result of the member's questionnaire.	

REPORT 2
SUGGESTIONS FOR ADDITIONS TO WORK PROGRAMME
SCRUTINY PROGRAMME BOARD : 04/11/09

Topic Description	Topic suggested by	How the topic will be dealt with	Estimated Completion Date
None			

REPORT 3
PROPOSED OUTLINE MEETING SCHEDULE FOR THE MUNICIPAL YEAR
SCRUTINY PROGRAMME BOARD : 2009 / 2010

Meeting Date	Topic Description
27/05/09	Terms of Reference Review of Scrutiny Work Programme Legislation and Guidance (from Centre for Public Scrutiny) Survey of Overview and Scrutiny in Local Government 2008 Wirral Council Scrutiny Questionnaire Finance and performance Monitoring Scrutiny Chairs' visit to Warrington
07/09/09	Clarification of the terms of Reference Response to the Wirral Member's Scrutiny Questionnaire Work Programmes of the five Scrutiny Committees Review of the Forward Plan Scrutiny Programme Board – Work Programme
04/11/09	Councillor Call for Action – draft protocol Training needs for scrutiny members Work Programmes of the five Scrutiny Committees Review of the Forward Plan Scrutiny Programme Board – Work Programme
05/01/10	Work Programmes of the five Scrutiny Committees Review of the Forward Plan Scrutiny Programme Board – Work Programme Report on progress of Equality and Diversity in all departments of the Council Annual Scrutiny Report for Wirral 2008-9
04/03/10	Work Programmes of the five Scrutiny Committees Review of the Forward Plan Scrutiny Programme Board – Work Programme

REPORT 4
PROGRESS REPORT ON IN-DEPTH PANEL REVIEWS
SCRUTINY PROGRAMME BOARD : 07/09/09

Title of Review	Members of Panel	Progress to Date	Date Due to report to Committee
Implementation of Wirral Alcohol Strategy	Councillors: Dave Mitchell Cherry Povall Chris Meaden Sue Taylor Ann Bridson	Topic approved by Scrutiny Programme Board on 14 th September 2009. Volunteers to join the panel are Councillors Dave Mitchell, Cherry Povall, Chris Meaden, Sue Taylor and Ann Bridson. The nominated departmental link officer is Sue Drew, Deputy Joint Director of Public Health at Wirral NHS. The first panel meeting, to discuss the scope of the review, is currently being arranged.	

UPDATE ON WORK PROGRAMME: CHILDREN AND YOUNG PEOPLE OSC –
16 November 2009

It was agreed by the Scrutiny Chairs Group in September 2008 to use the following reports to monitor the work programme for each Scrutiny Committee. The last item on each Scrutiny Committee agenda should be 'Review of the Committee Work Programme'.

Report 1 - Monitoring Report for Scrutiny Committee Work Programme

This report will list all items that have been selected by the Committee for inclusion on the work programme for the current year.

For each item on the work programme, the report will give a description, an indication of how the item will be dealt with, a relative timescale for the work and brief comments on progress.

Report 2 - Suggestions for Additions to Work Programme

The Work Programme for the Committee should be reviewed at each meeting. This will include members having the opportunity to ask for new Items to be added to the programme. This report will list any newly suggested items. Committee will then have the opportunity to agree (or not) for them to be added to the programme.

Report 3 - Proposed Outline Meeting Schedule for the Municipal Year

The report will, for each scheduled Committee meeting, list those items which are likely to be on the meeting agenda. This will give the opportunity for Committee members to take a greater lead in organising their work programme.

Report 4 - Progress Report on In-Depth Panel Reviews

This report will give a very brief update on progress / timescales for in-depth panel reviews which are in the 'ownership' of the Committee.

REPORT 1

MONITORING REPORT FOR SCRUTINY COMMITTEE WORK PROGRAMME

CHILDREN AND YOUNG PEOPLE OVERVIEW AND SCRUTINY COMMITTEE: 2009 / 2010

Date of New item	Topic Description	How the topic will be dealt with	Estimated Complete Date	Comments on Progress	Complete/ Review date
2006	Report on the Support Given to Schools Pre- and Post-Ofsted Inspections	Panel Review		Final Report produced April 2007. Implementation of recommendations to be monitored by Standards sub-committee.	Complete
2006	Fostering Service Review	Panel Review		Final Report produced March 2008. Report discussed by Cabinet on 10th December. Implementation of recommendations to be monitored at a later date.	16 Nov 2009
Oct 2007	Youth Outreach Review	Panel Review	Report agreed Nov 2008	Final Report to Scrutiny Committee on 11th Nov. Report discussed by Cabinet on 10th December 08.	16 March 2010
July 2008	Update on Special Schools	Officer reports		Report to Committee 11th Nov. OSC members to visit schools.	
July 2008	Transition from Children's to Adult Social Services	Officer Report		Report to Committee 16th March. Item deferred until meeting in June 2009	21 Jan 2010
July 2008	NEET rates - in particular, what has been the impact of specific projects aimed at NEETs?	Officer Report		Report to Committee 13th Jan 2009. OSC to receive further report on preventative measure at key stage 4 and Knowsley apprentice programme	
July 2008	Behavioural Issues and Exclusions	Officer Report		Report noted at OSC – 11 Nov 08	Nov

Date of New item	Topic Description	How the topic will be dealt with	Estimated Complete Date	Comments on Progress	Complete/ Review date
July 2008	School Funding	To be agreed		Notice has been given that the Committee intend to scrutinize School Funding during the 2009 / 10 municipal year.	
Oct 2008	Wirral Music Service	Officer Report		Committee requested a further report during a budget savings debate on the Wirral Music Service on 28.10.08. At OSC on 13.01.09 a request for further statistics was made. An Annual report has been requested.	. 16 March 2010
Nov 2008	Early Years Education	Officer Report		Item requested by Sheila Clarke (11th Nov meeting). Report noted at OSC 16.3.09	Complete
Nov 2008	Private Fostering	Officer report		Item discussed by OSC on 11th Nov 2008. Members requested another report in one year's time. As a result of the Ofsted Annual Performance Letter, it was agreed on 13/01/09 that a report would be produced for the March meeting. However, this report will now be deferred until a future meeting.	16 Nov 09
Nov 2008	Wirral Adoption Service	Officer Report		Item discussed by OSC on 11th Nov 2008. Further reports to be produced on the Adoption service in the future, including Special Guardianship .	16 Nov 09 16 Nov 09

Date of new item	Topic Description	How the topic will be dealt with	Estimated Complete Date	Comments on Progress	Complete/ Review date
Jan 2009	Teenage Pregnancy	Panel Review?		Item requested by Sheila Clarke (13 th Jan meeting). The OSC meeting on 16/03/09 agreed to receive an officer report at the June meeting. (A similar report will go to Cabinet on 09/04/09).	16 Nov 09
March 2009	Proposed Children in Care Council	Officer report		A future progress report will be produced on the Children in Care Council (CCC) and reps from CCC are to be invited in 12 months time	16 March 2010
	Aiming High	Officer report		Officer report presented at Sept 09 OSC – Committee a further report in the future with an invitation to parents.	
	Members visit to Eddison Learning in Essex	Report by Cllr Harney		Members report to OSC on 17.9.09	17. Sept.09
	LINK Forum review of Procurement process for Parenting and Prevention Commissioning			Officer report at 21 Jan 2010	21 Jan 2010
	Members visit to Children Homes	Issue discussed at 02.06.09		Lead officer presented options for member visits at OSC 17.09.09 – Future Member visits to submitted to OSC for information.	Complete

REPORT 2

SUGGESTIONS FOR ADDITIONS TO WORK PROGRAMME

CHILDREN AND YOUNG PEOPLE OVERVIEW AND SCRUTINY COMMITTEE: 16/11/09

Topic Description	Topic suggested by	How the topic will be dealt with	Estimated Completion Date
The identification of deprivation and the impact on learning outcomes	Cllr Harney and supported by OSC meeting on 16/03/09	Consider for inclusion on the work programme for the 2009/10 municipal year	
Impact of alcohol on children	Cllr Doyle and supported by OSC meeting on 16/03/09	Possible joint scrutiny work with Social Care and Health Scrutiny Committee	
Surplus in school budgets (held by some schools)	Cllr Smith	Consider for inclusion on the work programme for the 2009/10 municipal year	
One to one tuition			
LINK Forum review of the Procurement process for Parenting and Prevention Commissioning.	Agreed by the Children Services OSC meeting to discuss Call-In on 20/04/09	A report will be presented to a future meeting – poss 21 Jan 2010	21 Jan 2010
Children's Centres	Cllr Doyle	Proposed at 17.09.09 OSC – poss panel review	

REPORT 3

PROPOSED OUTLINE MEETING SCHEDULE FOR THE MUNICIPAL YEAR

CHILDREN AND YOUNG PEOPLE OVERVIEW AND SCRUTINY COMMITTEE: 16/11/09

NB - not in agenda order

Meeting Date	Topic Description
16 Nov 2009	Literacy Levels at Key stage 2 (Scrutiny Panel review 09/10) – final report
	Q2 performance monitoring – Officer report
	Financial monitoring report – Officer report
	Special Guardianship – Officer report
	Private Fostering - Officer report
	Fostering Service Review (Scrutiny Panel review 06/07)– Recommendations progress report
	Teenage Pregnancy – Officer report
	Crime and Young People Report – STATUTORY
	YAPSAC – standing item – officer report

Meeting Date	Topic Description
21 Jan 2010	Committee Structure and Guidance
	LINK Forum – commissioning process – Peter Edmonson
	Parenting Strategy – Officer report
	Transition from children’s to Adult Social Services – Officer progress report
	Q3 performance monitoring – Officer report
	Child protection – Officer report
	YAPSAC – standing item – officer report
	Financial monitoring report – Officer report

Meeting Date	Topic Description
16 March 2010	Youth Outreach (Scrutiny panel review 09/10) – Recommendations progress report
	Children in Care Council – Officer progress report and CCC representatives to attend
	Music Service – Officer report
	Q4 performance monitoring – Officer report
	YAPSAC – standing item – Officer report
	Financial monitoring report – Officer report

REPORT 4

PROGRESS REPORT ON IN-DEPTH PANEL REVIEWS

CHILDREN AND YOUNG PEOPLE OVERVIEW AND SCRUTINY COMMITTEE: 16/11/09

Title of Review	Members of Panel	Progress to Date	Date Due to report to Committee
Literacy Levels at Key Stage 2	Sheila Clarke (chair) Frank Doyle Tony Smith	Draft scope agreed at OSC meeting on 11th Nov. Data gathering has commenced. Visits to three primary schools have taken place; one further visit is due to take place later in March. 'Interviews' with key officers have also commenced; others are due to take place during March / April. Report finalised during July/August 09	16 th November 09
"Narrowing the gap" – Impact of deprivation funding review	Shelia Clarke (Chair) Frank Doyle Tony Smith Tom Harney Cherry Povall Paul Hayes	Draft scope agreed 17.09.09. Invitations to join review panel have been issued and initial meeting to be arranged.	

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Council Excellence.

UPDATES FROM 16TH SEPT ARE IN RED

AGREED WORK PROGRAMME.

This is a new, cross cutting committee. In order to bring all the elements together, it is suggested that the work programme is designed around the four themes of the Comprehensive Area Assessment, which is how Council Excellence will be judged in future. This is a much broader inspection regime than the CPA, and looks at all the public sector in Wirral and how it is contributing to the well being of Wirral Residents.

There are four key themes:

1. Sustainability, (which is not just environmental but social and economic as well.)
2. Tackling inequality, disadvantage and discrimination.
3. People whose circumstances make them vulnerable
4. Value for money.

The three key questions the inspectors will ask are:

- How well do local priorities express community needs and aspirations
- How well are outcomes and improvements being delivered?
- What are the prospects for improvement?

They will use (sparingly) a red and green flag system to flag up where we are doing well and where we have real problems that need attention.

I would suggest we approach the work programme like this:

1. Ask the Audit Commission for an explanation of how the Comprehensive Area Assessment will work, and in particular what they understand each key theme to mean, any immediate problems they are aware of, and what work they believe it would be useful for the committee to do in monitoring progress. Also ask for any examples of best practice the committee could look at.
2. Ask the officers to do a SWOT analysis on each theme (Strengths, weaknesses, opportunities and threats – these reports may lead to further reports and perhaps some subcommittee working.)
3. Ask for a presentation from key partners on their contribution to the Comprehensive Area Assessment and the way in which they would like to be working with the Council.
4. Arrange visit/s to other authorities to learn from best practice.
5. In the last meeting of the year, assess progress against each theme, highlighting any problems that need to be tackled, or any major successes or gains that with a bit of a push could gain excellence for the people of Wirral.

Report

UPDATED REPORT FOR THE SCUTINY BOARD WHICH INCLUDES PROGRESS MADE AT MEETING 16th SEPTEMBER – UPDATE ARE IN RED.

MONITORING REPORT FOR COUNCIL EXCELLENCE OVERVIEW AND SCRUTINY COMMITTEE WORK PROGRAMME 2009/2010

Date of New item	Topic Description	How the topic will be dealt with	Comments on Progress	Complete?
JULY	<ol style="list-style-type: none"> 1. <u>Equality session</u> 2. <u>Comprehensive Area Assessment Members to agree work programme based on four themes</u> <ol style="list-style-type: none"> a) Sustainability b) Tackling inequality, disadvantage and discrimination c) People whose circumstances make them vulnerable d) Value for Money 	<p>Circulation of LGIU briefing.</p> <p>Presentation by Audit Commission covering key themes, key questions and any suggestion for areas to be considered by committee.</p>	<p>LGIU briefing distributed.</p>	
16TH SEPT	<ol style="list-style-type: none"> 1. <u>Presentation by Audit Commission</u> Covering key themes, key questions and any suggestion for areas to be considered by committee. 	<p>Sustainability Bill Norman (Sustainability Unit) Jim Wilkie (Social and Economic sustainability)</p> <p>Tackling inequality, disadvantage and discrimination. (Choose officer following first meetings presentation/training etc.)</p> <p>People whose circumstances make them vulnerable (John Webb/Alan Stennard?)</p> <p>Value for Money – Ian Coleman</p>	<p><u>Presentation on the Comprehensive Area Assessment by Peter Forrester of the Audit Commission</u></p> <p style="text-align: center;"><u>Minutes:</u></p> <p>Mr P Forrester of the Audit Commission gave a presentation on the Comprehensive Area Assessment (CAA), which was the new way of assessing how well people were being served by their local public services.</p> <p>It would look at how public services worked together and would focus on local, as well as national priorities, to provide a robust, but proportionate assessment of local services that would be reported directly to the public in</p>	

2. SWOT analysis of each of the four CAA themes.

Officers to report on a Strengths, Weaknesses, Opportunities and Threats analysis of each theme and identify further work that could be undertaken by the committee or specialist subcommittees to improve the council's performance

Members to decide on further areas of work arising from above.

straightforward language. It was intended that improved accountability would strengthen local democracy and a two way relationship would assist in the scrutiny function.

He outlined the factors that contributed to the area and organisational assessments, which were now in progress and commented that the final assessments would be shared with local partners in September/October 2009. Any remaining reviews would be resolved in early November and on 10 December 2009 a new website, 'oneplace', would be operational with the first set of CAA reports published in straightforward, jargon-free language.

Resolved –

- 1. That the presentation be noted.**
 - 2. That the presentation be circulated to members of the Committee.**
-

SWOT Minutes:

Further to minute 12 (1 July 2009), the Deputy Chief Executive/Director of Corporate Services reported that officers had considered how best to develop the Committee's work programme and were at present undertaking a piece of work in relation to a **SWOT analysis** on each theme of the CAA assessment, which it was proposed to present to the next meeting of the Committee.

Resolved – That a further more detailed report be presented to the next meeting.

<p>NOV</p>	<p>1. Joint or individual presentation from partners on their contribution to CAA, their relationship with the Council and any joint working to improve results. (Through Local Strategic Partnership or LAA Board?)</p> <p>2. Members to decide on areas to monitor and ways to improve joint working and possible connections with other Scrutiny Committees.</p>	<p>Partner members to report on their contribution to CAA. Possibly include LAA targets at this point? Information for members on what to monitor and how to improve joint working.</p>		
<p>FEB</p>	<p>Review progress on each theme, highlighting successes and problems. This should be set against the earlier SWOT analysis to demonstrate tangible results</p>	<p>Each officer to report on their own theme, highlighting progress made, key achievements, problems still to be tackled.</p>		
	<p><u>Throughout the year visit/s to be arranged to examples of best practice</u></p>	<p>Facilitator Ian Coleman</p>		
<p>JULY SEPT</p>	<p><u>TRAINING</u></p>	<p>Facilitator - Jacqui Cross (Equality and Diversity Officer), Ged Smyth (NRAC Auditor) and Steve Talbot (Staff Development Manager)</p> <hr/> <p>Facilitator Ian Coleman</p>	<p><u>TRAINING</u> <u>Equality Impact Assessments</u> Recognising People's Different Needs through the Use of Equality Impact Assessments</p> <hr/> <p><u>Finance Training</u> Minutes: The Chair referred to Finance training that had been arranged by the Director of Finance on 30 September and 7 October 2009. Although all members of the Council had been invited, the training was of particular relevance to members of this Committee and she urged members to attend if it was possible for them to do so.</p>	

Report 2

SUGGESTIONS FOR ADDITIONS TO WORK PROGRAMME FOR COUNCIL EXCELLENCE OVERVIEW AND SCRUTINY COMMITTEE WORK PROGRAMME 2009/10

Topic Description	Topic suggested by	How the topic will be dealt with	Estimated Completion Date

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**MONITORING REPORT FOR SCRUTINY COMMITTEE WORK PROGRAMME
ECONOMY AND REGENERATION SCRUTINY COMMITTEE : 2009 / 2010**

Date of New item	Topic Description	How the topic will be dealt with	Estimated Complete Date	Comments on Progress	Complete?
June 2009	Wirral's response to the recession	Officer report		Report noted at 15.09.09 OSC	
June 2009	Taking forward the Investment Strategy	Officer report		Report at later date	
June 2009	Power and Infrastructure	Officer report		Report at later date	
June 2009	Housing Market Renewal	Officer report		Progress noted of Housing Market Renewal Initiative April 08 – Mar 09	
June 2009	Choice Based Letting	Officer report		Report at later date	
June 2009	Homelessness	Officer report		Report at later date	
June 2009	Update on major development schemes	Verbal officer reports		Reports noted	

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UPDATE ON WORK PROGRAM : HEALTH AND WELLBEING OSC-
10/11/09

New Reports to assist in monitoring the Committee's work programme

It was agreed by the Scrutiny Chairs Group in September 2008 to use the following reports to monitor the work programme for each Scrutiny Committee. The last item on each Scrutiny Committee agenda should be 'Review of the Committee Work Programme'.

Report 1 - Monitoring Report for Scrutiny Committee Work Programme

This report will list all items that have been selected by the Committee for inclusion on the work programme for the current year.

It will also include items, such as previous Panel Reviews, where recommendations have been made to Cabinet. It is important that the implementation of these recommendations is monitored. Otherwise there is no measure of the success of scrutiny.

For each item on the work programme, the report will give a description, an indication of how the item will be dealt with, a relative timescale for the work and brief comments on progress.

Report 2 - Suggestions for Additions to Work Programme

The Work Programme for the Committee should be reviewed at each meeting. This will include members having the opportunity to ask for new Items to be added to the programme. This report will list any newly suggested items. Committee will then have the opportunity to agree (or not) for them to be added to the programme.

Report 3 - Proposed Outline Meeting Schedule for the Municipal Year

The report will, for each scheduled Committee meeting, list those items which are likely to be on the meeting agenda. This will give the opportunity for Committee members to take a greater lead in organising their work programme.

Report 4 - Progress Report on In-Depth Panel Reviews

This report will give a very brief update on progress / timescales for in-depth panel reviews which are in the 'ownership' of the Committee.

REPORT 1
MONITORING REPORT FOR SCRUTINY COMMITTEE WORK PROGRAMME
HEALTH AND WELL BEING SCRUTINY COMMITTEE : 2009 / 2010

Date of New item	Topic Description	How the topic will be dealt with	Estimated Complete Date	Comments on Progress	Complete?
Feb 2008	Hospital Discharge Review	Panel Review	Report due March 2009	Final report presented to Committee on 25 th March 2009. Recommendations to be monitored. Initial Action Plan due in April 09. Follow-up report due in Nov 09.	
July 2008	Transforming Adult Social Care	Officer reports		Report to Committee 2nd Sept 08 and 24th Nov 08. Subsequent reports to follow. Call-In meeting held on 4 th Dec 08. Further reports to meeting on 22 June 2009 and 8 September 2009.	
July 2008	Update on Wirral Respond & Convey Pilot (NW Ambulance service)	Officer Report		Report to Committee 2nd Oct 08 Visit to Emergency Control Centre to be arranged (delayed at present).	
July 2008	Alcohol services, including geographical differentiations in the borough	Initial officer report which may lead into an 'in depth' panel review.		Report to Committee 24th Nov 08. Possible future scrutiny review. Oct 09 - Alcohol Strategy will be subject to an in-depth Review by the Scrutiny Programme Board.	
July 2008	Update on Children's Transition to Adult Social Services	Initial officer report. Children's Services Scrutiny Committee has also requested a similar report in Jan 09. A joint panel review involving both committees may follow.		Report to Committee in Jan 09. Follow-up report due in January 2010. OSC meeting in Sept 09 agreed "possible review to include meetings with young people who have moved through the transition and some who do not get support as adults".	

Date of New item	Topic Description	How the topic will be dealt with	Estimated Complete Date	Comments on Progress	Complete?
July 2008	Review of Meals on Wheels contract	Officer report		Report to committee in Nov 08. Agreed for further report to Committee in approx one year's time. Follow-up report to Sept 09 meeting.	
July 2008	Reducing health Inequalities in the borough Health Inequalities Action Plan – A recommendation in the Action Plan reads: “Ensure that Scrutiny has a programme to monitor progress on the Health Inequalities Action Plan, and that this programme includes a focus on the preventative agenda as well as on health service delivery.	Officer reports		Presentations to Committee on 20th Jan 09, 25th March 09 and 8 th Sept 09. Further update reports expected.	
Sept 2008	Individual Budgets	Officer report		Report to Committee in Nov 08. Report back on pilot project due in Sept 09.	
Sept 2008	IDeA Healthy Communities Peer Review	Officer Report		Report to Committee 2nd Oct 2008. Subsequent reports to follow.	
Oct 2008	Reform of funding for Support & Care in Britain	Officer Report		Report to Committee in Nov 08. Further report due to a future meeting.	
Jan 2008	Possible presentation by Professor Ken Wilson - Hospital Readmissions and depression	Presentation to Committee			
Jan 2008	Public Interest Disclosure Act – Adult Social Services follow-up of PIDA disclosure	Officer Report			
March 2009	Homelessness and Health	Officer Report		Report due to committee in Nov 09.	
March 2009	Support for people with dementia in hospital and in the community	Panel Review	March 2010		
March 2009	Update report on ‘Valuing People Now’ and Wirral Learning Disability Partnership Board	Officer Report		Report to Committee in June 2009. Further report due to a future meeting.	
March 2009	LINKS – How is LINKS progressing and how can the Scrutiny Committee best work with LINKs	Joint meeting		Members of LINKS Board will attend prior to OSC meeting on 10 th Nov 09.	

Date of New item	Topic Description	How the topic will be dealt with	Estimated Complete Date	Comments on Progress	
March 2009	Dignity in Care	Officer Report		Report to Committee in Sept 09. Members invited to join Dignity in care Forum, which is being established.	
June 2009	Members training session on Personalisation agenda	Training session		Training session for all Council members to be held on 29 th Oct 09.	
Sept 2009	Provision of single sex wards at Arrowe Park Hospital	Officer Report		Report to Committee due in Nov 2009.	
Sept 2009	Heart of Mersey – Chief Executive Robin Ireland	Presentation			
Sept 2009	Follow-up report on the 'Out of Hospital' scheme operated by VCAW	Report			

REPORT 2
SUGGESTIONS FOR ADDITIONS TO WORK PROGRAMME
HEALTH AND WELL BEING SCRUTINY COMMITTEE : 08/09/09

Topic Description	Topic suggested by	How the topic will be dealt with	Estimated Completion Date
None			

REPORT 3
PROPOSED OUTLINE MEETING SCHEDULE FOR THE MUNICIPAL YEAR
HEALTH AND WELL BEING SCRUTINY COMMITTEE : 2009 / 2010

Meeting Date	Topic Description
22/06/09	Transforming Adult Social services - Update Valuing People Now – Implementation LINKs Annual report Hospital Discharge Action Plan – Progress report Process and Outcomes of the ‘Warrens’ consultation Committee Work Programme for 2009 / 10
08/09/09	Transforming Adult Social services - Update North West Ambulance Service – Presentation Meals on Wheels – Progress report Q1 Performance and Financial Monitoring Report Health Inequalities Dignity in Care
28/10/09	Members training session on the Personalisation agenda
10/11/09	Hospital Discharge Action Plan – Update Q2 Performance and Financial Monitoring Report Additional Co-opted members Update on Swine Flu Adult Social Services Charging Policy for Service Users Residing at ‘In House’ Supported Living Units (PIDA) Single sex wards - WUTH (Pat Higgins) Homelessness and Health (Lesley Hilton) Personalisation training session (held on 28/20/09) – opportunity for follow-up questions / discussion Update on Care Quality Commission assessment process (Annual Health Check)

Meeting Date	Topic Description
19/01/10	Update on Children's Transition to Adult Social Services Performance and Financial Monitoring Report North West Ambulance Service – Foundation Status Consultation Progress report from Dementia Scrutiny Panel Proposed protocol for working between the Health & Well Being Overview & Scrutiny Committee and LINKS.
25/03/10	Final report from Dementia Scrutiny Panel Performance and Financial Monitoring Report Joint 'End of Winter' report on hospital admissions (WUHT / Wirral NHS / Social Services) Annual Health Check

REPORT 4
PROGRESS REPORT ON IN-DEPTH PANEL REVIEWS
HEALTH & WELL BEING SCRUTINY COMMITTEE : 10/11/09

Title of Review	Members of Panel	Progress to Date	Date Due to report to Committee
Dementia	Councillors Ann Bridson (Chair) Sheila Clarke Denise Roberts Chris Teggin	Scope agreed. Planning of review is ongoing. 'Evidence' gathering meetings have commenced.	March 2010

Report

UPDATED REPORT FOR THE SCUTINY BOARD WHICH INCLUDES PROGRESS MADE AT MEETING 21ST SEPTEMBER – UPDATE ARE IN RED.

MONITORING REPORT FOR SUSTAINABLE COMMUNITIES OVERVIEW AND SCRUTINY COMMITTEE WORK PROGRAMME 2009/2010

Date of New item	Topic Description	How the topic will be dealt with	Comments on Progress	Complete?
JUNE	WORK PROGRAMME PLUS ADDITIONS	-	<p style="text-align: center;"><u>Resolved</u></p> <p>That the supplementary paper listing the reports from chief officers on key issues during the year be amended to include the additional items raised by Members, and that this form the basis of the committee's work programme for the current municipal year.</p>	
<p>21ST SEP 2009</p> <p style="writing-mode: vertical-rl; transform: rotate(180deg);">Page 45</p>	<p><u>Road Safety Update</u> (to include details of RTA's caused by alcohol misuse)</p>	<p>Technical Services</p>	<p>Progress report on delivering Corporate Priority 2.4: Reduce the number of people killed or seriously injured in road accidents</p> <p style="text-align: center;"><u>Minutes:</u></p> <p>The Director of Technical services submitted a report detailing the progress made in improving road safety and reducing the number of people injured on Wirral's roads, and the comprehensive programme of ongoing and proposed actions by the Council and its partners in respect of road safety, which aim to achieve the road safety objectives set out in the Council's Corporate Plan and Wirral Local Area Agreement.</p> <p style="text-align: center;"><u>Resolved –</u></p> <p>(1) That the Committee note the progress in improving road safety performance and analysis of casualty data outlined in this report;</p> <p>(2) That the Committee endorse the proposed Road Safety Action Plan for 2009/</p>	

21ST SEP
2009

Allotment Development

Technical Services

Minutes:

The Director of Regeneration reported upon the work of the Allotment Development Officer and other issues related to allotments provision and development. The report also included a petition requesting the provision of an allotment site on land near Gilroy Road, West Kirby.

The Allotment Development Officer made progress in a number of areas. Approximately 15 sites had been visited and assessed as potential new allotment sites and at the present time 5 of these were being considered:

- (i) The Warrens, Thingwall
- (ii) Sandringham Avenue, Hoylake
- (iii) Broadway, Greasby
- (iv) Gilroy Road, West Kirby
- (v) Mosslands Drive, Wallasey

Resolved (8:2) –

- (1) That the work of the Allotments Development Officer be noted.
- (2) That further reports be submitted to this Committee on possible allotment sites and any financial implications, and subject to further work by officers, endorses the development of the five sites currently being considered.
- (3) That officers look into the possible transfer of Sandringham Avenue and Wingate Allotments to the respective allotment societies as a community asset transfer.

Golf Courses Security

Regeneration

Minutes:

The Director of Regeneration submitted a report outlining the current arrangements for security on golf courses.

He reported that a major review of the Parks and Countryside Service, including golf, was currently being undertaken in the form of the Parks and Countryside Service Procurement Exercise (PACSPE) to explore service delivery options and developing a business case for undertaking a procurement exercise for the service. This would be the subject a further report to Cabinet, and could result in changes to the management of the municipal golf courses.

Resolved - that the report be noted.

Carbon Reduction Progress Update

Regeneration

Minutes:
The Director of Technical Services presented a report which updated Members on the various projects currently being undertaken by Technical Services to achieve the Corporate Objective to 'Reduce the Council's Carbon Footprint', as set out in the Council's Corporate Plan.

Members were asked to note the progress made to date on the Project Plan (Appendix 1) and to endorse the further initiatives proposed.

Resolved –

1. That the Committee note and endorse the performance and progress of the various Council 'Carbon Footprint Reduction' projects to date undertaken by the Technical Services Department.
2. That the Committee supports the proposal to take advantage of the national climate change campaign "Act on CO2" detailed in section 4.2.2
3. That the Committee supports the proposals detailed in section 4.4.2 with regards to phase 4 of the IEEP

Interim Report Flood Working Group

Technical Services

The Director of Technical Services submitted a report providing an update on the progress made to date by the Wirral Flood Group and seeking the views of members regarding the constitution and future direction of the work of this group.

The Wirral Flood Group comprised the Elected Members Steering Group, relevant Council officers from those service areas with responsibility for addressing the recommendations set out in Sir Michael Pitt's report, plus representatives from the Environment Agency, United Utilities, and Wirral NHS. Its work to date included:

- The agreement of Terms of Reference for the Group (Appendix 1)
- The establishment of the collaborative cross-departmental and agency working on matters related to flooding.

- The opportunity for each agency and organisations responsible for flood prevention and for the management of water in general to bring to a multi-agency audience their individual roles and responsibilities and current work plans
- The compilation of a specific list of Wirral's flooding "hot spots". This list is in its early stages and will remain a "live" document. It is intended for this document to be available to officers and Elected Members, and allow them up to date information on each identified "hot spot" and the current status of work to alleviate or prevent flooding in that location.
- The establishment of a Council, Environment Agency and United Utilities Operational Group which seeks to identify the cause of flooding at each hot spot, who is responsible and more importantly what is being done to reduce the risk of flooding at those locations.

The new Flood and Water Management Bill which was due to come into force in early 2010 would place a statutory responsibility on local authorities to lead on local flood risk management. County and unitary authorities would also be responsible for local flood risk assessment, mapping and planning in relation to ordinary watercourses, surface run-off and groundwater. They would also lead the production of local surface water management plans and the agreement of the associated programmes of work with all stakeholders.

As a result of these new responsibilities , there was a need to recruit some expertise in the area of flood management to fully understand the root cause of flooding and be in a position to carry out a Surface Water Management Plan for Wirral, which was a recommendation of Pitt report and also a statutory responsibility for local authorities in the new Flood and Water Bill. It was envisaged that with this expertise and the ongoing dialogue at both operational and Elected Member level all identified "hot spots" of flooding on Wirral would be addressed.

Through the development of a database capturing the causation of flooding at these "hot spots", the Group would be in a position to engage in a more meaningful manner with the residents and property owners who have been affected by these floods.

In addition to this, the Health, Safety & Resilience Team was currently preparing a specific guidance document for property owners on advice they can take both proactively (purchasing sand bags, fitting air brick covers, ensuring road gullies are free from detritus, etc) and also containing the relevant contact emergency details of the agencies with a responsibility for a flooding response.

The Director reported that the alleviation of flooding was a complicated issue, with a range of European, Central Government and Regional directives and strategies requiring actions from most departments of the council and many external agencies. The establishment of the Wirral Flood Group had provided an opportunity for improved co-ordination to ensure that the various agencies were working together to alleviate flooding on Wirral. To date the Wirral Flood Group had been successfully chaired by the Health, Safety & Resilience Operations Manager, but as the work of the Group evolved and having regard to the joint Elected Member and officer representation from a constitutional perspective, Members' views were particularly welcomed on the future Chairperson arrangements for the Group.

There was a general discussion regarding the working arrangements for the Group and it was suggested that the membership should be extended to include community groups from the Greasby and Leasowe areas and other "hot spots" for flooding on Wirral.

Resolved – That the Committee:

1. **Note the progress to date of the Wirral Flood Group;**
2. **Endorse the proposal to recruit additional flood management expertise as part of the existing Technical Services' staffing establishment;**
3. **That the Health, Safety and Resilience Operations Manager, continue to chair the Group and that the committee agree in principle to the involvement of community groups, subject to a further report to the next meeting on this issue.**

18th NOV 2009	<p>Outstanding actions former Culture Tourism and Leisure O&S Committee</p> <p>Highway & Engineering Services Contract – Six Month Update</p> <p>Local Environmental Quality Update</p> <p>Young People and Community Safety*</p>	<p>Regeneration</p> <p>Technical Services</p> <p>Technical Services</p> <p>Regeneration</p>	<p>Progress report and formal presentation on the new strategic contract with Colas Ltd that commenced on 1st April 09</p> <p>Progress report on delivering Corporate Priority 2.3: Create exemplary levels of street cleanliness</p> <p>A review of the role of young people in relation to the community safety agenda</p>	
20th JAN 2010	<p>Waste Recycling/ Minimisation Update (to include Recycling of Kitchen Waste)</p> <p>Streetscene Environment Services Contract – Third Annual Review</p> <p>Dog Control on Beaches</p>	<p>Technical Services</p> <p>Technical Services</p> <p>Regeneration</p>	<p>Progress report on delivering Corporate Priority 2.1: Sustain improved levels of recycling</p> <p>Progress report and formal presentation on the strategic contract with Biffa that commenced in August 2006</p> <p>Report to consider the controls for dogs on amenity beaches</p>	
8th MAR 2010	<p>Alcohol and Community Safety* (to include safety park lighting)</p> <p>Flood Working Group Progress Report</p>	<p>Regeneration</p> <p>Technical Services</p>	<p>Report upon the impact of alcohol on the community safety agenda.</p> <p>Progress report of the Member Working Group established to consider the Council's response to climate change and flooding issues, in particular in response to the recent Pitt Review</p>	

Report 2

SUGGESTIONS FOR ADDITIONS TO WORK PROGRAMME FOR COUNCIL EXCELLENCE OVERVIEW AND SCRUTINY COMMITTEE WORK PROGRAMME 2008/09

Topic Description	Topic suggested by	How the topic will be dealt with	Estimated Completion Date
i.) Golf Courses Security– September meeting.	(Councillor J Williams)		
ii.) Recycling of Kitchen Waste - January meeting as part of the waste Recycling Update.	(Councillor Redfern)		
iii.) Interim report on the work of the Flood Working Group - September meeting.	(Councillor Moseley)		
iv.) The addition of safety park lighting under the Community Safety item for the March meeting	(Councillor Taylor).		
v.) Outstanding actions arising from the last meeting of the former Culture , Tourism and Leisure Overview and Scrutiny Committee - September meeting.	(Councillor Hale)		
vi.) Ongoing Road Safety Updates to include details road traffic accidents which are caused by the misuse of alcohol.	(Councillor Mitchell).		

* These items are subject to consultation with the Crime and Disorder Reduction Partnership

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