



Scrutiny Programme Board

Date:	Tuesday, 28 February 2012
Time:	6.00 pm
Venue:	Committee Room 2 - Wallasey Town Hall

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AGENDA

1. MEMBERS' CODE OF CONDUCT - 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 - 4)

To receive the minutes of the meeting held on 4 January 2012.

3. COMPLAINTS MADE UNDER THE MEMBERS' CODE OF CONDUCT (Pages 5 - 12)

In accordance with minute 21 (4 January 2012), a summary of complaints made under the Members' Code of Conduct, which had been considered by the Standards Committee on 29 September 2011 (minute 12 refers) was circulated to Members by email. The summary information is attached for Members' consideration.

4. ROLE OF THE SCRUTINY PROGRAMME BOARD (Pages 13 - 20)

5. NEW LEGISLATIVE FRAMEWORK SUMMARY (Pages 21 - 32)

6. POLICE AND CRIME PANELS AND COMMISSIONER ELECTIONS (Pages 33 - 42)

7. EQUALITY IMPACT ASSESSMENTS (Pages 43 - 52)

8. FORWARD PLAN

The Forward Plan for the period March to June 2012 has now been published on the Council's intranet/website. Members are invited to review the Plan prior to the meeting in order for the Scrutiny Programme Board to consider, having regard to the 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.

9. WORK PROGRAMMES OF OVERVIEW AND SCRUTINY COMMITTEES (Pages 53 - 94)

- Council Excellence
- Children and Young People
- Economy and Regeneration
- Health and Well Being
- Sustainable Communities

10. REVIEW OF SCRUTINY PROGRAMME BOARD WORK PROGRAMME

The Scrutiny Programme Board is requested to consider whether any matters should be added to its Work Programme for the remainder of the municipal year, having regard to its terms of reference and available timescales.

11. ANY OTHER URGENT BUSINESS APPROVED BY THE CHAIR (PART 1)

12. EXEMPT INFORMATION - EXCLUSION OF MEMBERS OF THE PUBLIC

The public may be excluded from the meeting during consideration of the following items of business on the grounds that they involve the likely disclosure of exempt information.

RECOMMENDED – That in accordance with section 100A (4) of the Local Government Act 1972, the public be excluded from the meeting during consideration of the following items of business, on the grounds that they involve the likely disclosure of exempt information as defined by the relevant paragraphs of Part 1 of Schedule 12A (as amended) to that Act. The public interest test has been applied and favours exclusion.

13. ANY OTHER URGENT BUSINESS APPROVED BY THE CHAIR (PART 2)

SCRUTINY PROGRAMME BOARD

Wednesday, 4 January 2012

Present:

Councillor A Hodson (Chair)

Councillors	S Mountney	P Hackett
	P Glasman	T Smith
	A Bridson	A Sykes
	RL Abbey	KJ Williams
	C Blakeley	

20 MEMBERS' CODE OF CONDUCT - 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.

21 MINUTES

The Director of Law, HR and Asset Management presented the minutes of the meeting held on 8 September 2011. He advised Members that at its meeting held on 17 October 2011 (minute 48), the Council had approved the recommendations of the Scrutiny Programme Board to amend the Constitution, to streamline the call-in process (minute 12 (8 September 2011) refers).

A Member referred to the summary of complaints that had been made under the Members' Code of Conduct and to the detailed information in relation to outcomes and costs that had been sought from the Director of Law, HR and Asset Management (minute 13 refers). The Director indicated that a summary report had been presented to the Standards Committee (minute 3 (29 September 2011) refers). He proposed to circulate this to Members by email, together with information in relation to costs and would include it on the agenda for consideration at the next meeting of the Board.

Resolved –

- (1) That the minutes of the meeting held on 8 September 2011 be received and the decision of the Council in relation to the call-in process be noted.**
- (2) That information in relation to the outcomes and costs associated with complaints made under the Members' Code of Conduct be circulated to Members by email, and included on the agenda for consideration at the next meeting of the Scrutiny Programme Board.**

22 EQUALITY IMPACT ASSESSMENTS

The Director of Law, HR and Asset Management presented Policy Briefing 12, dated September 2011, from the Centre for Public Scrutiny (CfPS) in relation to Equality Impact Assessments, which were an intrinsic part of the requirement under the Equalities Act 2010 for public bodies to ensure that people were not subject to discrimination and to take positive steps in the policy development process to build an understanding of the needs of people from different minorities. The briefing explored how scrutiny itself could use Equality Impact Assessments to examine Council and partner policy changes and how scrutiny could mainstream an understanding of equality into its own work, in order to become more effective.

The Chair, and other Members, expressed concern that the CfPS Policy Briefing documents that were included on the agenda (see also minute 23 post) had not been accompanied with covering reports from officers, to highlight those parts of the documents which were of particular relevance to Wirral and specifically to the function of the Scrutiny Programme Board. The Head of Legal and Member Services undertook to ensure that the reports that had been requested by Members would be included on the agenda for the next meeting of the Board.

Resolved –

- (1) That the Centre for Public Scrutiny (CfPS) Policy Briefing 12 in relation to Equality Impact Assessments be noted.**
- (2) That a summary report from officers on the content of the Policy Briefing, and its implications for Wirral, be presented to the next meeting of the Board.**

23 NEW LEGISLATIVE FRAMEWORK - UPDATE

The Director of Law, HR and Asset Management presented Policy Briefing 14, dated December 2011, from the Centre for Public Scrutiny (CfPS), which examined the provisions of the Police Reform and Social Responsibility Act, the Localism Act and the Health and Social Care Bill, which was expected to receive Royal Assent in Spring 2012. The briefing drew some conclusions from the new legislative framework about the future of scrutiny and would be complemented by a forthcoming revision to the CfPS guide to scrutiny legislation, 'Pulling it Together', to be published in early Spring 2012.

In response to a question from a Member in relation to the timescale for Wirral changing its Committee arrangements, the Head of Legal and Member Services indicated that the matter had been considered by the Democracy Working Party and that he would circulate the most up to date information, if available, to Members by email. Members referred also and sought information in relation to the Police and Crime Panel, a body to be made up of local councillors from all authorities in the Force area, which would be set up under the Police Reform and Social Responsibility Act.

Resolved –

- (1) That the Centre for Public Scrutiny (CfPS) Policy Briefing 14 in relation to provisions of the Police Reform and Social Responsibility Act, the Localism Act and the Health and Social Care Bill be noted.**
- (2) That a summary report from officers on the content of the Policy Briefing, and its implications for Wirral, be presented to the next meeting of the Board.**
- (3) That the most up to date information from the Democracy Working Party in relation to changing Committee arrangements be circulated to Members by email.**
- (4) That information, if available, in relation to the establishment and operation in Merseyside of the Police and Crime Panel be also circulated to Members by email.**

24 FORWARD PLAN

The Director of Law, HR and Asset Management reported that the Forward Plan for the period January to April 2012 had been published on the Council's intranet/website. Members had been invited to review the Plan prior to the meeting in order for the Scrutiny Programme Board to consider, having regard to the 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.

In response to a comment from a Member, the Head of Legal and Member Services indicated that the Forward Plan identified those key issues, which would form the basis of reports to future meetings of the Cabinet. Its publication enabled Members to identify any matters within their remit which would benefit from pre-scrutiny or to recommend matters for inclusion within the work programmes of the themed Overview and Scrutiny Committees.

Resolved – That the Forward Plan be noted.

25 WORK PROGRAMMES OF OVERVIEW AND SCRUTINY COMMITTEES

The Director of Law, HR and Asset Management presented the work programmes of each of the themed Overview and Scrutiny Committees for Members information and consideration, in accordance with the Board's terms of reference to review and co-ordinate the scrutiny work programme so as to avoid duplication. The terms of reference also allowed the Board to identify matters for scrutiny which were cross-cutting or strategic issues not covered by other committees.

Members commented that it should not be the role of the Scrutiny Programme Board to determine or influence the work programmes of other Overview and Scrutiny Committees.

Resolved –

- (1) That the Scrutiny Work Programmes be noted.**
- (2) That a report be presented to the next meeting upon the role of the Scrutiny Programme Board.**

26 REVIEW OF SCRUTINY PROGRAMME BOARD WORK PROGRAMME

The Scrutiny Programme Board was requested to consider whether any matters should be added to its Work Programme for the remainder of the municipal year, having regard to its terms of reference and available timescales.

A Member referred to the Final Report of the Alcohol Scrutiny Review, which had been presented to the Board on 5 January 2011 (minute 44 refers). The focus of the Review was the 'access to alcohol by young people in Wirral'. It had been widely circulated and Members requested an update upon the outcome of the recommendations contained within it.

Resolved –

- (1) That the Work Programme be noted.**
 - (2) That a report be presented to the next meeting of the Board upon the outcomes arising from the Alcohol Scrutiny Review.**
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Summary of Complaints Received about Members' Conduct

Number	Date of Complaint	Nature of Complaint	IAP Date	Outcome of IAP	Final Report Completed	Consideration Hearing of Final Report (Outcome)	Final Hearing	Outcome/ Current Position
SfE 2008/01		Failed to treat others with respect Bringing office into disrepute	10 July 2008	Referred for Investigation	20 March 2009	30 March 2009	16 July 2009	Completed 1. Apology required. Apology provided 20 July 2009. 2. 5 day suspension.
SfE 2008/02	15 August 2008	Failed to treat others with respect Bringing office into disrepute Used position improperly to confer on or secure an advantage or disadvantage	10 September 2008	Referred for Investigation (Weightmans)	30 April 2009	7 August 2009 No Further Action		Completed (No further action)

Number	Date of Complaint	Nature of Complaint	IAP Date	Outcome of IAP	Final Report Completed	Consideration Hearing of Final Report (Outcome)	Final Hearing	Outcome/ Current Position
SfE 2009/01	3 February 2009	Conflict of interest Failure to declare Personal and Prejudicial interest	25 February 2009	No Further Action				Completed (No further action)
SfE 2009/02/03	7 April 2009	Failure to declare Personal and Prejudicial interest	29 April 2009	Referred for Investigation Complainant failed to co-operate, so investigation was delayed	16 February 2010	24 February 2010 IAP decided Steps Other than an Investigation (Training Required)		Completed Training re Declarations of Interest and Register of Interests. (Training completed)
SfE 2009/04	14 July 2009	Failed to treat others with respect Bringing office into disrepute	28 August 2009	Referred for Investigation	10 February 2010	25 March 2009 Referred for a Final Hearing	2 and 22 November 2010	Completed Verbal Apology at Council

Number	Date of Complaint	Nature of Complaint	IAP Date	Outcome of IAP	Final Report Completed	Consideration Hearing of Final Report (Outcome)	Final Hearing	Outcome/ Current Position
SfE 2009/05	4 November 2009	Conflict of interest Failure to declare Personal and Prejudicial interests Failed to treat others with respect	25 January 2010	Referred for Investigation	20 October 2010		2 November 2010	Completed (No further action) (Complainant failed to co-operate with Investigation)
SfE 2009/06	21 December 2009	Failed to treat others with respect	25 January 2010	Referred for investigation – 25 January 2010 External investigator appointed		Scheduled for 3 October 2011. Cost of investigation to date - £2,726.60		

Number	Date of Complaint	Nature of Complaint	IAP Date	Outcome of IAP	Final Report Completed	Consideration Hearing of Final Report (Outcome)	Final Hearing	Outcome/ Current Position
SfE 2010/01	5 January 2010	Breached a confidence Failed to treat others with respect	25 January 2010 8 April 2010	Deferred for further information No Further Action		29 July 2010 Standards Review Panel No Further Action		Completed (No further action)
SfE 2010/02	6 January 2010	Failed to treat others with respect Bringing office into disrepute Used position improperly to confer on or secure an advantage or disadvantage	25 January 2010	Referral for Investigation External Investigator appointed	17 September 2010 External Costs of investigation - £6,038.60		20 December 2010 – No Further Action	Completed (No further action)
SfE 2010/03	6 January 2010	Failure to declare Personal and Prejudicial interest	25 January 2010	No Further Action				Completed (No further action)

Number	Date of Complaint	Nature of Complaint	IAP Date	Outcome of IAP	Final Report Completed	Consideration Hearing of Final Report (Outcome)	Final Hearing	Outcome/ Current Position
SfE 2010/04	9 February 2010 26 February 2010 – superseded previous complaint form	Conflict of Interest Bringing office into disrepute Used position improperly to confer on or secure an advantage or disadvantage	8 April 2010 3 March 2011 8 June 2011	Deferred for further information Initial Referral to Standards for England for consideration Referred back to Standards for England for consideration				Standards for England determined No Further Action
SfE 2010/05	30 March 2010	Failed to treat others with respect Bringing office into disrepute	29 July 2010	Referred for Investigation	11 February 2011	3 March 2011 Arrangements are in the process of being made for a hearing (Subject Cllr no longer a Councillor)		

Number	Date of Complaint	Nature of Complaint	IAP Date	Outcome of IAP	Final Report Completed	Consideration Hearing of Final Report (Outcome)	Final Hearing	Outcome/ Current Position
SfE 2010/06	6 January 2010	Bringing office into disrepute Used position improperly to confer on or secure an advantage or disadvantage	8 October 2010 31 January 2011	Decision deferred No Further Action			Review Panel 23 March 2011 – No Further Action	Completed No further action)
SfE 2010/07	30 September 2010	Failed to treat others with respect Bringing office into disrepute	20 January 2011	No Further Action				Completed (No further action)

Number	Date of Complaint	Nature of Complaint	IAP Date	Outcome of IAP	Final Report Completed	Consideration Hearing of Final Report (Outcome)	Final Hearing	Outcome/ Current Position
SfE 2011/01	10 February 2011	Failed to treat others with respect Bringing office into disrepute	3 March 2011	Referred for Investigation – External Investigator Appointed No Interim invoice yet rendered				
SfE 2011/02 linked to 2011/01 above	11 February 2011	Failed to treat others with respect Bringing office into disrepute	3 March 2011	Referred for Investigation – External Investigator appointed No Interim invoice yet rendered				

Number	Date of Complaint	Nature of Complaint	IAP Date	Outcome of IAP	Final Report Completed	Consideration Hearing of Final Report (Outcome)	Final Hearing	Outcome/ Current Position
SfE 2011/03	4 May 2011	Failed to treat others with respect Bringing office into disrepute Used position improperly to confer on or secure an advantage or disadvantage	25 August 2011	Referred for investigation on 26 August 2011. External Investigator appointed No Interim invoice yet rendered				
SfE 2011/04	5 August 2011	Failed to treat others with respect Bringing office into disrepute	22 August 2011	No further action				Completed (No further action)

WIRRAL COUNCIL

SCRUTINY PROGRAMME BOARD

28 FEBRUARY 2012

SUBJECT:	<i>ROLE OF THE SCRUTINY PROGRAMME BOARD</i>
WARD/S AFFECTED:	<i>ALL</i>
REPORT OF:	<i>DIRECTOR OF LAW, HR AND ASSET MANAGEMENT</i>
KEY DECISION?	<i>NO</i>

1.0 EXECUTIVE SUMMARY

- 1.1 At the previous meeting of the Scrutiny Programme Board, held on 4th January 2012, Members requested a report on the role of the Board. This report provides a brief history of Scrutiny Programme Board and a description of the Terms of Reference for the Board, as specified in the Council's Constitution.
- 1.2 For each of the Terms of Reference, the report gives examples of the type of work that the Board has either already undertaken or could undertake in the future.

2.0 RECOMMENDATION/S

- 2.1 Members are requested to note the report and review the work programme of the Scrutiny Programme Board accordingly.

3.0 REASON/S FOR RECOMMENDATION/S

- 3.1 To enable members to make their views known regarding the remit of the Scrutiny Programme Board.

4.0 BACKGROUND AND KEY ISSUES

- 4.1 At the Scrutiny Programme Board meeting held on 4th January 2012, members resolved: "That a report be presented to the next meeting upon the role of the Scrutiny Programme Board" (Minute 25). Therefore, this report gives a brief history of the Scrutiny Programme Board and describes the Terms of Reference for the Board.
- 4.2 Prior to May 2009, for a number of years, there had been ten Overview and Scrutiny Committees, each responsible for scrutinising one of the ten Cabinet portfolios. Within those arrangements, the ten chairs of the Overview and Scrutiny Committees met informally once per cycle to provide a forum for the cross-fertilisation of ideas across the different Scrutiny Committees. In March 2009, Cabinet proposed that the role of the Scrutiny Chairs' Group should be formalised and extended by the introduction of the Scrutiny Programme Board.
- 4.3 The Annual Council meeting, held on 18th May 2009, approved the constitutional amendments which included the creation of the Scrutiny Programme Board as well as the five themed Overview and Scrutiny Committees which are currently in existence.

4.4 In addition to the roles and functions which apply to all Overview and Scrutiny Committees (see Appendix 1 for full details), the following Terms of Reference, as specified in the Constitution, currently apply specifically to the Scrutiny Programme Board:

(i) To approve and co-ordinate the work programme for the five themed overview and scrutiny committees including resolving any conflict between such committees.

It was intended that the Scrutiny Programme Board should monitor the work programmes of the other scrutiny committees in order to highlight and avoid any areas of duplication. The updated work programmes of each of the five themed Overview and Scrutiny Committees are reported to each meeting of the Scrutiny Programme Board.

In order to strengthen the links between the Scrutiny Programme Board and the other five Overview and Scrutiny Committees, it was the original intention that the chairs of the five themed Scrutiny Committees would all also be members of the Scrutiny Programme Board. Although this happened in the first municipal year of operation (2009/10), this principle has declined until this year (2011/12) there is only one of the five Scrutiny Chairs on the Scrutiny Programme Board.

(ii) To allocate work to (or remove work from) any of the five overview and scrutiny Committees'.

It was intended that the Scrutiny Programme Board, as part of its monitoring and coordinating role, would be best placed to refer issues to the other Overview and Scrutiny Committees.

(iii) To review or scrutinise decisions made or other actions taken in relation to any executive functions, particularly (but not exclusively) in relation to cross-cutting issues or matters not within the terms of reference of any of the five themed overview and scrutiny committees.

The Scrutiny Programme Board has not scrutinised any specific Cabinet decisions since 2009 (other than in its role of allocating Call-In notices, as described below).

(iv) To consider call-in notices in relation to any executive functions and determine such notices only if it has not been possible for the Chief Executive or Director of Law, HR and Asset Management, in consultation with the Chair and Party Spokespersons of the Board, to agree to allocate Call-in notices to the appropriate overview and scrutiny committee, or to the Board for consideration;

From May 2009, the Scrutiny Programme Board was responsible for allocating Call-In notices to the most appropriate Overview and Scrutiny Committee. As a result, there were a number of instances where a meeting of the Scrutiny Programme Board has been called, often at short notice, in order to allocate a

Call-In notice to another Overview and Scrutiny Committee. As a result, members of the Scrutiny Programme Board, on 8th September 2011, resolved:

- (1) That the Scrutiny Programme Board notes the bureaucratic and cumbersome way current Call-In requests are allocated, with the associated costs in officers' time.
- (2) Therefore, the Scrutiny Programme Board recommends that the Council's Constitution and processes be amended to allow the Chief Executive or the Director of Law, HR and Asset Management, in consultation with the Chair and spokespersons of the Scrutiny Programme Board to allocate the Call-In notice to the appropriate Overview and Scrutiny Committee, or to the Board, for consideration.
- (3) That, if it is not possible for agreement to be reached by the group spokespersons, the Call-In notice be referred to the Scrutiny Programme Board for a decision on allocation.

Subsequently, Council approved this constitutional amendment on 17th October 2011. There have been no Call-In notices since that time.

(v) To be responsible for the development and monitoring of an annual scrutiny work programme.

The updated work programmes of each of the five themed Overview and Scrutiny Committees are reported to each meeting of the Scrutiny Programme Board. In addition, the Scrutiny Programme Board is encouraged to develop and monitor its own work programme to ensure that work relevant to the Board's remit is carried out.

(vi) To undertake scrutiny in its own right with regard to cross-cutting or strategic issues not covered by other overview and scrutiny committees.

This Term of Reference enables members to undertake scrutiny on a wide range of issues and will allow members to scrutinise a variety of cross-cutting and strategic issues. To date, the major piece of scrutiny work undertaken by the Scrutiny Programme Board has been the Alcohol scrutiny review which took place during 2010. Members agreed that this scrutiny review should be led by the Scrutiny Programme Board because of the cross-cutting nature of the issue, having links with health, children's services, community safety, licensing, and so on. The work was undertaken by an all-party working group, comprising four members of the Scrutiny Programme Board. The final report was approved by the Scrutiny Programme Board in January 2011 and the recommendations supported by Cabinet in March 2011. A report to review progress since that time is due to be reported to the Board.

Some work was also undertaken during 2010 to assess the use of the Forward Plan in highlighting future issues to scrutiny members.

(vii) To identify and share good scrutiny practice across all overview and scrutiny committees.

A variety of activities have been undertaken to share good practice with members and also to make members aware of changing national legislation and practices. These activities include:

- A feedback report resulting from a scrutiny member's visit to Warrington.
- Feedback reports based on the annual survey of scrutiny undertaken by the Centre for Public Scrutiny.
- Members' surveys undertaken and summary reports produced regarding scrutiny in Wirral.
- Scrutiny training requirements debated with members.
- Reports produced based on the Annual Scrutiny Awards undertaken on an annual basis by the Centre for Public Scrutiny. The reports highlighted examples of good practice in public scrutiny.
- Updates provided regarding new legislation, which directly affect the scrutiny function.
- A scrutiny workshop was held in autumn 2010 to enable members to give direction to the future of scrutiny activities.

5.0 RELEVANT RISKS

5.1 There are none arising directly from this report.

6.0 OTHER OPTIONS CONSIDERED

6.1 The Localism Act, which received Royal Assent in November 2011, will allow Councils greater freedom to devise their own democratic governance arrangements. The Democracy Working Party, with a representation of 2:2:2 across the three political groups, is currently meeting on a regular basis. This Working Party is investigating the future options for democratic governance arrangements in Wirral, including the current Strong Leader model, a Committee system model or a hybrid model. Consequently, the future role of the Scrutiny Programme Board will be resolved as part of that process.

7.0 CONSULTATION

7.1 There has been no specific consultation in relation to this report.

8.0 IMPLICATIONS FOR VOLUNTARY, COMMUNITY AND FAITH GROUPS

8.1 There are no implications arising directly from this report.

9.0 RESOURCE IMPLICATIONS: FINANCIAL; IT; STAFFING; AND ASSETS

9.1 There are no resource implications arising directly from this report.

10.0 LEGAL IMPLICATIONS

10.1 There are no implications arising directly from this report.

11.0 EQUALITIES IMPLICATIONS

11.1 There are no implications arising directly from this report

11.2 Equality Impact Assessment (EIA)

(a) Is an EIA required? No

12.0 CARBON REDUCTION IMPLICATIONS

12.1 There are no implications arising directly from this report.

13.0 PLANNING AND COMMUNITY SAFETY IMPLICATIONS

13.1 There are no implications arising directly from this report.

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APPENDICES

Appendix 1 – Full Terms of Reference for the Scrutiny Programme Board

REFERENCE MATERIAL

None

SUBJECT HISTORY (last 3 years)

Council Meeting	Date
Scrutiny Programme Board	4 January 2012

FULL TERMS OF REFERENCE
FOR THE SCRUTINY PROGRAMME BOARD

6.1 Terms of Reference

The Council will appoint six Overview and Scrutiny Committees to discharge the functions conferred by section 21 of the Local Government Act 2000 or regulations under section 32 of the Local Government Act 2000. Each overview and scrutiny committee will:

- (i) review and/or scrutinise decisions made or actions taken in connection with the discharge of the Council's functions;
- (ii) make reports and/or recommendations to the Council and/or the Cabinet and/or any joint or area committee in connection with any policy or the discharge of any functions;
- (iii) consider any matter affecting the area or its inhabitants; and
- (iv) exercise the right to call in, for reconsideration, decisions made but not yet implemented by the Executive; and within the following terms of the Cabinet portfolio(s) indicated:

(Note; For clarity, the Terms of Reference for the remaining five Overview and Scrutiny Committees have been removed at this point).

SCRUTINY PROGRAMME BOARD

- (i) To approve and co-ordinate the work programme for the five themed overview and scrutiny committees including resolving any conflict between such committees;
- (ii) To allocate work to (or remove work from) any of the five overview and scrutiny Committees';
- (iii) To review or scrutinise decisions made or other actions taken in relation to any executive functions, particularly (but not exclusively) in relation to crosscutting issues or matters not within the terms of reference of any of the five themed overview and scrutiny committees;
- (iv) To consider call-in notices in relation to any executive functions and determine such notices only if it has not been possible for the Chief Executive or Director of Law, HR and Asset Management, in consultation with the Chair and Party Spokespersons of the Board to agree to allocate Call-in notices to the appropriate overview and scrutiny committee, or to the Board for consideration;
- (v) To be responsible for the development and monitoring of an annual scrutiny work programme;
- (vi) To undertake scrutiny in its own right with regard to cross-cutting or strategic issues not covered by other overview and scrutiny committees;
- (vii) To identify and share good scrutiny practice across all overview and scrutiny committees.

6.2 General role

Within their terms of reference, Overview and Scrutiny Committees will:

- (i) review and/or scrutinise decisions made or actions taken in connection with the discharge of any of the Council's functions;
- (ii) make reports and/or recommendations to the Council and/or the Cabinet and/or any joint or area committee in connection with any policy or the discharge of any functions;
- (iii) consider any matter affecting the area or its inhabitants; and
- (iv) exercise the right to call in, for reconsideration, decisions made but not yet implemented by the Executive. Decisions may be called in only once.

6.3 Specific functions

(a) **Policy development and review** –Overview and Scrutiny Committees may:

- (i) assist the Council and the Cabinet in the development of the budget and policy framework by in-depth analysis of policy issues;
- (ii) conduct research, community and other consultation in the analysis of policy issues and possible options;
- (iii) consider and implement mechanisms to encourage and enhance community participation in the development of policy options;
- (iv) question members of the Cabinet and committees and chief officers about their views on issues and proposals affecting the area; and
- (v) liaise with other external organisations operating in the area, whether national, regional or local, to ensure that the interests of local people are enhanced by collaborative working.

(b) **Scrutiny** –Overview and Scrutiny Committees may:

- (i) review and scrutinise the decisions made by and performance of the Cabinet and committees and Council officers both in relation to individual decisions and over time;
- (ii) review and scrutinise the performance of the Council in relation to its policy objectives, performance targets and/or particular service areas;
- (iii) question members of the Cabinet and committees and chief officers about their decisions and performance, whether generally in comparison with service plans and targets over a period of time, or in relation to particular decisions, initiatives or projects;
- (iv) make recommendations to the Cabinet or appropriate committees or the Council arising from the outcome of the scrutiny process;
- (v) review and scrutinise the performance of other public bodies in the area and invite reports from them by requesting them to address the Overview and Scrutiny committee and local people about their activities and performances; and
- (vi) question and gather evidence from any person (with their consent).

(c) **Best Value** –Overview and Scrutiny Committees will:

- (i) recommend the terms of reference for best value reviews to the Cabinet;

- (ii) receive progress reports on best value reviews;
- (iii) recommend the final report and improvement plans to the Cabinet.

(d) **Finance** –Overview and Scrutiny Committees may exercise overall responsibility for any finance made available to them.

(e) **Annual Report** –Overview and Scrutiny Committees may report annually to the Council on their workings and make recommendations for future work programmes and amend working methods if appropriate.

(f) **Officers** –Overview and Scrutiny Committees may exercise overall responsibility for the work programme of any officers employed to support their work.

WIRRAL COUNCIL

SCRUTINY PROGRAMME BOARD

28 FEBRUARY 2012

SUBJECT:	<i>NEW LEGISLATIVE FRAMEWORK – SUMMARY</i>
WARD/S AFFECTED:	<i>ALL</i>
REPORT OF:	DIRECTOR OF LAW, HR AND ASSET MANAGEMENT
KEY DECISION?	NO

1.0 EXECUTIVE SUMMARY

- 1.1 At the previous meeting of the Scrutiny Programme Board, held on 4th January 2012, a briefing paper regarding new legislation was provided to members. The paper, titled 'New Legislative Framework – Update', had been issued by the Centre for Public Scrutiny. During the meeting, members resolved "that a summary report from officers on the content of the Policy Briefing, and its implications for Wirral, be presented to the next meeting of the Board" (Minute 23).

2.0 RECOMMENDATION/S

- 2.1 Members are requested to note the report and refer it to the other five Overview and Scrutiny Committees.
- 2.2 The Committee is also requested to distribute the report to all members of the Council in order to raise awareness of the forthcoming legislative changes.

3.0 REASON/S FOR RECOMMENDATION/S

- 3.1 The new legislation will impact directly on the Council's scrutiny arrangements. It is important that members are aware of the implications of the legislation.

4.0 BACKGROUND AND KEY ISSUES

Appendix 1 to this report provides a summary of the document produced by the Centre for Public Scrutiny, putting the proposed legislative changes into a Wirral context. The report examines the provisions of the Localism Act, the Police Reform and Social Responsibility Act and the Health and Social Care Bill (expected to receive Royal Assent in Spring 2012) and draws conclusions from the new legislation about the future of scrutiny. It is important to note that this report discusses only the implications of the new legislation on scrutiny; it does not cover some of the wider implications of the legislation.

The full briefing paper produced by the Centre for Public Scrutiny, 'New Legislative Framework – Update' can be found on the Scrutiny Programme Board meeting agenda of 4th January 2012.

In addition, further information regarding the provisions of the Police Reform and Social Responsibility Act are available in another report on this agenda, titled 'Police and Crime Panels and Commissioner Elections'.

5.0 RELEVANT RISKS

5.1 There are none arising directly from this report.

6.0 OTHER OPTIONS CONSIDERED

6.1 This report describes the impact of Government legislation on scrutiny.

7.0 CONSULTATION

7.1 There has been no specific consultation in relation to this report.

8.0 IMPLICATIONS FOR VOLUNTARY, COMMUNITY AND FAITH GROUPS

8.1 There are no implications arising directly from this report.

9.0 RESOURCE IMPLICATIONS: FINANCIAL; IT; STAFFING; AND ASSETS

9.1 There are no resource implications arising directly from this report.

10.0 LEGAL IMPLICATIONS

10.1 The Council's Constitution will need reviewing to take account of the new legislation.

11.0 EQUALITIES IMPLICATIONS

11.1 There are no implications arising directly from this report

11.2 Equality Impact Assessment (EIA)

(a) Is an EIA required? No

12.0 CARBON REDUCTION IMPLICATIONS

12.1 There are no implications arising directly from this report.

13.0 PLANNING AND COMMUNITY SAFETY IMPLICATIONS

13.1 There are no implications arising directly from this report.

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APPENDICES

Appendix 1 - Summary of 'New Legislative Framework – Update'

REFERENCE MATERIAL

Centre for Public Scrutiny (CfPS) 'New Legislative Framework – Update' – December 2011

SUBJECT HISTORY (last 3 years)

Council Meeting	Date
Scrutiny Programme Board	4 January 2012

SUMMARY OF ‘NEW LEGISLATIVE FRAMEWORK – UPDATE’

1. INTRODUCTION AND BACKGROUND

The Government argues that the new legislation has community power as its core theme. This will have an impact on existing accountability mechanisms and particularly on overview and scrutiny. This briefing paper provides information on the implications for scrutiny of:

- The Localism Act 2011
- The Police Reform and Social Responsibility Act 2011
- The Health and Social Care Bill

In addition, a commentary is provided regarding the major impacts on Wirral Council. It should be noted that, in general, the Council’s Constitution will require amendment to cover a number of the issues outlined below.

2. LOCALISM ACT

The Localism Act received Royal Assent on 15th November 2011 and the scrutiny elements are expected to formally commence by April 2012. The Act contains provisions on a wide range of services delivered by local authorities, or in which councils might have an interest. Licensing, planning, housing and governance are all covered. The broad policy intention behind the Act is to devolve power over a range of services to local people and local communities.

2.1 Governance changes

Councils will have the option to change governance arrangements from a strong leader model (with Cabinet); moving to either a committee-based model of governance or to a directly-elected executive mayoral model. The 12 “core cities” in England are due to hold referendums on the establishment of a directly elected Mayor. In the case of Liverpool, the Council has decided to opt for an elected mayor, removing the requirement to hold a referendum. The elected mayor option also remains open to other Councils.

Authorities choosing to adopt a committee system must first agree a resolution to this effect at Full Council, with the change itself happening following the subsequent Full Council AGM. With the Committee system, local authorities will have flexibility as to how this will operate, though the Secretary of State is given power to specify by regulation any functions which must be exercised by Full Council. It should also be noted that once Council decides on an alternative form of governance, it will not be possible to change back until five years have elapsed, without a referendum being held on the issue.

Councils can operate overview and scrutiny under a committee system. The Centre for Public Scrutiny believes that, for most authorities who choose to change their arrangements, a “streamlined” or “hybrid” committee system,

incorporating both subject committees and O&S, is the most likely outcome (on the basis of anecdotal information which is being collected to support further research on this issue, to be published in February 2012). This will allow committee system councils to exercise the scrutiny powers around healthcare, flood risk management, crime and disorder and external partners, as well as providing some independent challenge to decisions made by these committees. The Government plans to announce regulations defining the operation of overview and scrutiny in committee system authorities shortly.

Implications for Wirral - On 17th October 2011, Council agreed “that an all party working party comprising two members of each party be set up to seek to achieve consensus on the most appropriate form of democracy within the Council, taking into account the strengths and weaknesses both of the old Committee system and the current Cabinet system, and of any legislation and subsequent regulations as these become known. Council asks that any new system meeting all party approval be prepared ready for adoption at the Council’s AGM, in May 2012 or as soon thereafter that the enactment of the Localism Bill and any subsequent regulations allow”. The Democracy Working Party has now met on several occasions as it carries out this remit. The views and opinions of members are currently being gathered and analysed to assist the Working Group in completing its work.

2.2 Powers for scrutiny

The Act will increase the powers for local government scrutiny functions in key areas, including:

2.2.1 Powers over partners – Prior to the Localism Act, Overview & Scrutiny committees could scrutinise the work of partners, as long as that work related to a local improvement target under the Local Area Agreement. Under the Localism Act, committees will be able to scrutinise the activities carried out by a Government-prescribed list of named partners. This could (and will) include services funded not by the local council, but from other funds. This important change makes it clearer than ever that scrutiny’s future lies in a view of public services as they are delivered across a given locality; not just those for which the council has a direct responsibility. The Department for Communities and Local Government (DCLG) has advised that they may consider an extension to the list of named partners in the future.

Implications for Wirral – Once the work of the Democracy Working Party is completed, the requirements for partner scrutiny in Wirral will become clearer. As a minimum, scrutiny of the Community Safety Partnership and of Council’s health partners, under the umbrella of health scrutiny, will continue.

2.2.2 Changes to the Councillor Call for Action – The Localism Act has widened the provisions of the Councillor Call for Action to enable councillors to bring Councillor Calls for Action on issues that relate to partners, not just Local Authority issues.

Implications for Wirral - Wirral Council approved procedures for the operation of the Councillor Call for Action scheme on 15th February 2010. To date, there

have been no Councillor Calls for Action introduced by members in Wirral. The current procedures will need to be updated to take the provisions of the Localism Act into account.

2.3 Tenant Scrutiny

The Government is bringing in, through the Act, a more central role for the existing tenant scrutiny arrangements in social housing. The previous model of “co-regulation” is being extended as central government regulation is scaled back and more challenge to landlords at local level by tenants replaces it. The Act will move two principal consumer protection responsibilities from regulators to tenant scrutiny, namely:

- Proactively monitoring landlords’ compliance with service standards;
- Scrutinising landlord performance and driving service improvement generally.

There is a clear steer from the Department of Communities and Local Government and other national bodies that landlords will be expected to support tenant scrutiny panels or other arrangements, as a part of the co-regulatory environment. Earlier research on tenant scrutiny does provide numerous examples of good working relationships having been built up, but Overview and Scrutiny Committees may wish to explore how well arrangements are developing in their local area, both in relation to the council’s own housing stock (either directly managed or by an Arms Length Management Organisation) and in relation to any social housing landlords with housing locally.

Implications for Wirral – Housing currently falls within the remit of the Economy and Regeneration Overview and Scrutiny Committee. Therefore, that Committee could take up the suggestion from the Centre for Public Scrutiny and investigate the progress of tenant scrutiny as part of the Committee’s work programme.

2.4 Neighbourhood planning and “community right to challenge”

The Act will allow local people to directly influence policy, and the delivery of services, in neighbourhoods in two principal ways – through neighbourhood planning (the production by local people of planning documents which, as long as they complement the Core Strategy of the Local Development Framework, will be adopted by the Council as a Development Plan Document) and the “community right to challenge”, the system by which local people can challenge the delivery of a service by a certain provider, with a view to a procurement exercise for the delivery of that service being opened up.

Implications for Wirral – The Council will need to ensure that appropriate processes are in place.

2.5 Referendums

The expansive referendum provisions in the Bill, as originally introduced, have been removed following lobbying by the Local Government Association. Referendums will still need to be held on certain council tax increases.

Implications for Wirral - The Council will need to ensure that appropriate processes are in place.

3. POLICE REFORM AND SOCIAL RESPONSIBILITY ACT

The Police Reform and Social Responsibility Act received Royal Assent in October 2011. A central part of the Act is the introduction of directly-elected Police and Crime Commissioners. However, the plans for Police and Crime Commissioner elections, previously scheduled for May 2012, have been delayed by six months.

3.1 Police Commissioner

The Act abolishes police authorities and replaces them with an elected Police and Crime Commissioner (PCC). The Commissioner will be responsible for holding the Chief Constable in the Force area to account. The Police and Crime Commissioner is perceived as having a more high profile and responsive role in relation to the public. Innovations such as crime mapping, and mandated neighbourhood meetings, along with direct elections, are designed to make the Commissioner more accountable. The Commissioner will have wide-ranging powers and responsibilities. On consultation and engagement, he or she will have a duty to consult local people, including victims of crime.

Implications for Wirral - Merseyside Police Authority have set up a Transition Committee to make sure the necessary communications, negotiations and agreements take place to allow the change to happen as smoothly as possible. The Wirral members sitting on the Transition Committee are Councillors Kate Wood and Tony Smith. A small number of meetings have already been held.

The election of the Police and Crime Commissioner for Merseyside, as is the case nationwide, is due to take place on 15th November 2012. Once elected, the Commissioner will take office on 22nd November 2012. The elections will use the Supplementary Vote electoral system. Under the supplementary vote system, a voter is asked to indicate first and second preferences. If no candidate has 50 per cent of the first preference votes, the two candidates with the highest number of first preference votes go forward to a second round. In the second round of counting, ballots indicating a first preference for a candidate that lost in the first round are reallocated according to the second preference indicated in the ballot paper.

3.2 Community Safety Partnership (CSP)

The Police and Crime Commissioner will have sole responsibility for disbursing community safety funding from the Home Office (currently provided through a range of funding streams to local authorities, police and community safety partnerships), and will also have responsibility for a range of other budgets. The Commissioner will be able to direct this funding where he or she wishes, in the form of grants, either to Community Safety Partnerships or other bodies.

Implications for Wirral - The funding relationship for Wirral's Community Safety Partnership will change. Further work will be required by the Partnership to determine the implications of the changes. The implications for the scrutiny of the Community Safety Partnership will also require clarification.

3.3 Police and Crime Panel

The Commissioner will him/herself be held to account by a Police and Crime Panel, a body made up of local councillors from all authorities in the Force area. The Panel will be a joint committee of all the authorities in the Force area and must be politically and geographically balanced, as far as possible. The Centre for Public Scrutiny strongly recommends that the Panel should be made up of non-executive (that is non-Cabinet) members.

A lead authority will need to be assigned to co-ordinate arrangements between the authorities involved. Guidance produced jointly by the Centre for Public Scrutiny and the Local Government Association suggests the establishment of a "shadow PCP" to consider the role, responsibilities and composition of the final Panel.

The Police and Crime Panel will be a scrutiny body. Under the Act, the Panel has certain "special functions", including considering the Commissioner's Police and Crime Plan, reviewing the planned police precept and reviewing certain senior appointments. The Police and Crime Panel will also have formal duties around dealing with certain complaints against the Commissioner (to be exercised as a last resort). Beyond these statutory powers there is other work in which the Panel could engage. The view of the Centre for Public Scrutiny is that the Police and Crime Panel will find it difficult to transact its statutory functions, particularly scrutiny of the Police and Crime Plan, without carrying out scrutiny-style investigations into issues of local concern. The "set piece" scrutiny outlined in the "special functions" will, for its success, need to rely on a wider body of evidence from more detailed scrutiny investigations, in order to be meaningful.

Further Guidance will contain more detail on the expected timescale of the lead up to the new structural arrangements coming into force later in the year. At the moment it seems most likely that the Home Office will require councils to agree on "who leads" on PCP arrangements by April 2012, with arrangements having been established in shadow form by July 2012 at least. This timescale is of course subject to change and has not been confirmed by the Home Office.

Implications for Wirral - The Merseyside Police and Crime Panel must have a minimum of ten members, made up of members from the composite Local Authorities, that is, Liverpool, Knowsley, Sefton, St Helens and Wirral plus some Independent persons. Official Home Office guidance on setting up the panels is still awaited. However, it is clear that the Merseyside Local Authorities will need to agree on which authority will lead the process and commence arrangements for the implementation of the Panel.

4. **HEALTH AND SOCIAL CARE BILL**

The Health and Social Care Bill is still undergoing parliamentary scrutiny and has not yet received Royal Assent. It is expected that the Bill will receive Royal Assent during Spring 2012. It is, therefore, possible that the contents of the Bill will change before the new legislation is implemented. Among the proposed reforms are:

- Replacement of Strategic Health Authorities and Primary Care Trusts
- Introduction of GP Commissioning Consortia and an NHS Commissioning Board
- Provision of economic regulation of the Health Service by the regulatory body, 'Monitor'
- Transfer of responsibilities for Public Health to Local Authorities
- Development of Health & Wellbeing Boards
- Replacement of LINKS (Local Involvement Networks) by Local HealthWatch

The three Clinical Commissioning Groups being established as Pathfinders in Wirral are:

- Wirral Health Commissioning Consortium
- Wirral GP Commissioning Consortium
- Wirral NHS Alliance

Their work in 2011/12 will provide the foundations for when consortia are established in 2012/13 and will take on the leading responsibility for commissioning healthcare services, ahead of them becoming fully statutorily accountable from April 2013 onwards. This report does not attempt to describe the wider health reforms but instead concentrates on those issues closer to scrutiny.

Implications for Wirral - For scrutineers, the element of most initial interest will be "proper constitutional and governance arrangements". The new arrangements will naturally need to include overview and scrutiny and collaboration between scrutiny, local HealthWatch and lay people involved in Clinical Commissioning Group governance.

The Council's health scrutiny will need to adapt to the new relationships in order to best influence developments such as the preparation of the Joint Strategic Needs Assessment (JSNA) and the Joint Health and Wellbeing Strategy (JHWS). The Centre for Public Scrutiny has recently produced a report

'Health Overview and Scrutiny: Exploiting opportunities at a time of change'. The report draws on the experiences of pilot projects that have been running in seven different Local Authorities. Perhaps Wirral could learn from some of the experiences highlighted in the report.

4.1 The Health and Wellbeing Board

The Health and Wellbeing Board will be a committee of the local authority, but its membership will be broad. The Board will include a number of local partners, including the local authority, local HealthWatch, Clinical Commissioning Group representatives and other professionals. Under the provisions of the Bill, the Board must encourage integrated working. This duty will be especially relevant in the development of the Joint Strategic Needs Assessment (JSNA) and the joint health and wellbeing strategy (JHWS), for which the local authority and the clinical consortia will be jointly responsible. The Health & Wellbeing Board cannot compel Clinical Commissioning Groups in its areas to do, or not do, something. However, the Board will be able to challenge the Clinical Commissioning Groups (through reference to the Secretary of State) if it feels that the Clinical Commissioning Group's commissioning plans do not conform to the JSNA or the JHWS.

Implications for Wirral - A report, titled 'Proposal for the Establishment of a Shadow Health & Wellbeing Board for Wirral' was presented to Cabinet on 23rd June 2011. The Shadow Health and Wellbeing Board has subsequently been established in Wirral, with terms of reference having been agreed. The lead officer is the Director of Public Health and the Shadow Board is chaired by the Leader of the Council. It will be part of the role of health scrutiny in the future to scrutinise the work of the Health and Wellbeing Board.

4.2 The Role of HealthWatch

At the moment it is still too early to make detailed predictions for how Local HealthWatch will work with overview and scrutiny, although it will certainly need to do so. The Centre for Public Scrutiny has carried out detailed studies of the development of LINKS (Local Involvement Networks), since their establishment, which may provide some further guidance on this subject, and recently published a major evaluation of the lessons that Local HealthWatch can learn from the experience of LINKS.

Implications for Wirral - Plans for the transition of LINK into HealthWatch are progressing in Wirral. A report, titled 'LINK Transition to a Local HealthWatch Organisation', was presented by the Director of Adult Social Services to the recent meeting of the Health and Wellbeing Overview and Scrutiny Committee, held on 19th January 2012.

4.3 Health scrutiny's position and powers

The Bill amends the scrutiny provisions in the National Health Service Act 2006. Powers are now to be exercised by the authority, rather than by a health overview and scrutiny committee. This provides more flexibility to local

authorities in how they manage the delivery of their scrutiny responsibilities. This could enable creativity but risks dilution of independent scrutiny.

Implications for Wirral - Once the work of the Democracy Working Party is completed, the options for the most appropriate arrangements for health scrutiny will become clearer.

5. **BROAD IMPLICATIONS FOR SCRUTINY**

The Centre for Public Scrutiny draws several conclusions arising from the new legislative framework. Powers in all three pieces of legislation emphasise the importance of partnership working in the delivery of public services. It is likely that it will become more difficult to distinguish between “internal” council-only services and “external” ones delivered by partners. The merging of the two will mean that the way in which scrutiny deals with all issues across a local area will need to be harmonised.

This may involve a number of changes:

- More proactive consultation and discussion with partners about the scrutiny work programme
- A better understanding of scrutiny by partners
- More scrutiny on specific issues, that may involve partners, rather than “scrutiny of partners”
- More joint scrutiny across local authorities

In practice, this may mean that overview and scrutiny will be carrying out more joint work with other bodies and agencies to pursue areas of mutual interest. For example, local authority scrutiny functions might collaborate with tenant scrutiny panels to jointly challenge housing providers in the local area, draw evidence from Local HealthWatch to challenge health and social care providers and share information with Police and Crime Panels, amongst other opportunities.

Scrutiny will also need to sit alongside emerging approaches for “sector self-regulation”. The “Taking The Lead” document, produced by the Local Government Association, sees a key role for scrutiny in allowing councillors to drive the local improvement process, to maintain momentum and to provide constructive scrutiny based on challenging traditional approaches to service delivery.

The Centre for Public Scrutiny’s briefing paper concludes by highlighting two possible barriers to progress, namely:

- potential partner and executive resistance to scrutiny
- new scrutiny powers being in existence at a time when no new resources are available.

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WIRRAL COUNCIL

SCRUTINY PROGRAMME BOARD

28 FEBRUARY 2012

SUBJECT:	<i>POLICE AND CRIME PANELS AND COMMISSIONER ELECTIONS</i>
WARD/S AFFECTED:	<i>ALL</i>
REPORT OF:	<i>DIRECTOR OF LAW, HR AND ASSET MANAGEMENT</i>
KEY DECISION?	NO

1.0 EXECUTIVE SUMMARY

1.1 This report is at the request of members at the last Scrutiny Programme Board held on 4 January 2012. This report overviews progress to date and next steps regarding the election of a Police Commissioner and the setting up of Police and Crime Panels in both a national and local context.

2.0 RECOMMENDATION/S

2.1 Members are requested to note the report.

3.0 REASON/S FOR RECOMMENDATION/S

3.1 That new legislation will impact directly on all members but specifically those on Merseyside Police Authority.

4.0 BACKGROUND AND KEY ISSUES

4.1 The Police Reform and Social Responsibility Act 2011 received Royal Assent in September 2011.

4.1.1 This Act provides the parent legislation for the establishment of a new post; the Police and Crime Commissioner, this will replace the existing Merseyside Police Authority structure.

4.2 Police and Crime Panels will subsequently be created as a formally constituted joint committee of all Local Authorities in the Merseyside Police Force area.

5.0 RELEVANT RISKS

5.1 None

6.0 OTHER OPTIONS CONSIDERED

6.1 None

7.0 CONSULTATION

7.1 None

8.0 IMPLICATIONS FOR VOLUNTARY, COMMUNITY AND FAITH GROUPS

8.1 None

9.0 RESOURCE IMPLICATIONS: FINANCIAL; IT; STAFFING; AND ASSETS

9.1 Possible “top up” funding for the operation of PCC’s from each Local Authority within the Region.

9.1 Community Safety funding will be transferred to the PCC by April 2103 - namely the Safe & Strong Communities element of Area Based Grant (£157k 2012/13).

10.0 LEGAL IMPLICATIONS

10.1 The Council constitution will need reviewing to take account of the new legislation.

11.0 EQUALITIES IMPLICATIONS

11.1 None

11.2 Equality Impact Assessment (EIA)

Is an EIA required? No

12.0 CARBON REDUCTION IMPLICATIONS

12.1 None

13.0 PLANNING AND COMMUNITY SAFETY IMPLICATIONS

13.1 Community Safety is intrinsic within this report

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APPENDICES

APPENDIX 1

Report on Police and Crime Panels and Commissioner Elections.

APPENDIX 2

Report by Community Safety Co-ordinator to Wirral Community Safety Partnership (15 February 2012) (attached for information)

REFERENCE MATERIAL

Police Reform and Social Responsibility Act 2011.
Home Office circulars and regional briefing events
Briefings by the Local Government Association
Wirral Community Safety Partnership reports
Merseyside Police Authority Committee reports both nationally and locally.
Home office Election bulletins

APPENDIX 1

**SCRUTINY PROGRAMME BOARD
28 FEBRUARY 2012**

POLICE AND CRIME PANELS AND COMMISSIONER ELECTIONS BRIEFING PAPER

INTRODUCTION

This brief is at the request of members at the last Scrutiny Programme Board Committee and overviews progress to date and next steps.

BACKGROUND

The Police Reform and Social Responsibility Act 2011 received Royal Assent in September 2011.

This Act provides the parent legislation for the establishment of a new post; the Police and Crime Commissioner ("PCC") this will replace the existing Police Authority structures.

TRANSITION ARRANGEMENTS

A National PCC Transition Sponsorship Board has been set under the Chairmanship of the Policing Minister to oversee the delivery of the PCC Transition Programme.

Merseyside Police Authority established a Transition Committee in August 2011. The Committee's focus is to prepare for the transfer from Police Authority to PCC.

FORTHCOMING POLICE COMMISSIONER ELECTION

A public election will take place on 15 November 2012 for the first PCC. (Liverpool City Council will be the lead authority in the administration of this election. The Chief Exec of LCC applied and was subsequently appointed to the position of Police Area Returning Officer "PARO"). Elections following 2012 will be held on the same day as local elections to elect Councillors.

The elections will use the Supplementary Vote ("SV") electoral system. Under the SV system, a voter is asked to indicate first and second preferences. If no candidate has 50 per cent of the first preference votes, the two candidates with the highest number of first preference votes go forward to a second round. In the second round of counting, ballots indicating a first preference for a candidate that lost in the first round are reallocated according to the second preference indicated in the ballot paper. The SV system was used in the London Borough Mayoral Elections. The practicalities of the election, as mentioned earlier, will be the decision of the PARO and have yet to be decided.

The PCC will take office on 22 November 2012 and will remain in post for four years until May 2017. The PCC will have responsibility for:

- Appointing the Chief Constable (CC) and holding them to account for the running of their force.
- Setting out a 5 year Police and Crime Plan to be published by March 2013 (in consultation with the CC) determining local policing priorities.
- Setting the annual local precept and annual force budget.
- Making community safety grants to other organisations aside from the CC (including but not limited to Community Safety Partnerships).

The Home office (regional briefing 25 January 2012) believes that Local Authorities should offer Commissioner's their existing community engagement networks (rather than re-invent the wheel)–the resourcing of this is presently unknown.

POLICE AND CRIME PANELS (“PCPs”)

Police and Crime Panels (“PCP”) will be created as a formally constituted joint committee of all the authorities in the police force area. The Home Office have stressed (regional briefing 25 January 2012) that the PCP will support the PCC and act as a critical friend and challenge. The committee will be bound by Schedule 12A of the Local Government Act 1972 (Access to Information: Exempt Information)

According to the Home Office the PCP will be a “lightweight” scrutiny body. It will exist to scrutinise the PCC, to promote openness in the transaction of police business and also to support the PCC in the effective exercise of their functions, the PCP will specifically scrutinise:

- Police and crime plan
- Council Tax precept
- Chief Constables appointment
- Annual report

The PCP will have the power of veto over the PCC decisions with a two-thirds majority vote on issues of:

- Precept
- Selection/removal of the Chief Constable.

A point to consider for local authorities is that the PCC will not be elected to balance their actions/decisions against the wider community needs but only those of crime and disorder. With the PCC's right to precept on local government and bearing in mind the PCC's single responsibility, the decision on how much taxation should be used for this single responsibility will be made without the need to consider other local government expenditure.

The force budget must include an element of the 'strategic policing requirement', the activities each force is duty-bound to undertake to preserve national security but other than that the PCC can set the force budget in any way they choose. It is worth noting that one of the two members of staff a PCC has to employ by law is a chief finance officer.

The PCP will not have veto over the force budget.

There is an expectation that PCP's should/will be set up following the May 2012 elections and start to meet in shadow form in Sept/Oct. There is currently (although further discussions will be held) no funding to cover the PCP shadow period.

Unlike Police Authorities, PCCs will not be 'responsible authorities' under the Crime and Disorder Act 1998, and hence will not be members of Community Safety Partnerships ("CSP"). However, provisions in the Police Reform and Social Responsibility Act place a mutual duty on PCCs and responsible authorities in CSPs to cooperate to reduce crime, disorder and re-offending. There is also a similar reciprocal duty on the PCC and criminal justice bodies to co-operate.

At Appendix 2 (for information/note) a report from the Community Safety Co-Ordinator which outlines a proposed process that will enable the priorities of Wirral CSP to be presented to the PCC for "possible" inclusion within the five year Police and Crime Plan.

CONSTITUTION OF POLICE AND CRIME PANELS

The division of places for the PCP is different to that of the Police Authority (which is based on population and politics and set out in Regulations). The Home Office have said there will be further regulations on nominations. The PCP must have a minimum of 10 members plus 2 independents. Each Local Authority must have at least 1 place. There will be a need to balance membership 3 ways (political, geographical and skills) as far as practical and the Home Office recommend using co-opted independents where appropriate. Any elected mayor is presumed to be the panel member for their Local Authority (they can delegate if they wish).

Co-options and panel procedures (standing orders) will need to be decided by the PCP as their first job.

There are different views about Panel membership, some favouring the Leader of the Council and/or the Cabinet Member for Housing and Community Safety ("their equivalent"). Others consider that they will have a separate relationship with the Commissioner and therefore the independent scrutiny role of the Panel would be blurred by the membership of executive members. Forthcoming guidance should make this clearer.

HOST AUTHORITY FOR THE PANEL

A 'host authority' for the panel needs to be identified. The Home Secretary will request a briefing in July 2012 on where the Authority is up to with these plans.

Funding of £38,300 will be paid to the host authority to pay for meeting costs and some scrutiny support. Local Authorities can chose to top this up if they feel this amount is inadequate. The Home Office envisage an average of 4 meetings per year. No allowance will be paid to PCP members, although expenses of up to £920 per annum will be paid to members by the host authority. Home Office representatives have said that if members do not claim their expenses fund, any surplus amount could be used to top up meeting support funds.

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APPENDIX 2

REPORT TO WIRRAL COMMUNITY SAFETY PARTNERSHIP – BY COMMUNITY SAFETY CO-ORDINATOR 15 FEBRUARY 2012

1.0 EXECUTIVE SUMMARY

- 1.1 Elections for the post of Police and Crime Commissioner (PCC) will be held on 15 November 2012 and the successful candidate in post on 22 November 2012.

In the time between coming into post and the 31 March 2013, the PCC must consult upon, develop and publish a five year Police and Crime Plan.

A number of areas of Home Office funding to CSP's will be passported directly to the PCC who will commission services necessary to achieve the aims and objectives of the PCC five year plan.

The purpose of this report is to provide for Members' consideration a process that will enable the priorities of Wirral CSP to be presented most effectively to the PCC for possible inclusion within their five year plan.

2.0 RECOMMENDATION

- 2.1 Members consider for approval the process and timeline detailed within this report in preparation for Wirral CSP consultation and negotiation with the PCC and other CSP's on Merseyside.

3.0 BACKGROUND AND KEY ISSUES

- 3.1 The position of PCC was created by enactment of the Police Reform and Social Responsibility Act 2011.
- 3.2 Following an election to be held on 15 November 2012 a PCC with responsibility for Merseyside will come into office on 22 November 2012 and remain until May 2017.
- 3.3 During the period between coming into office and 31 March 2013 the PCC must consult upon, develop and publish a five year Police and Crime Plan for Merseyside.
- 3.4 From April 2013 a number of funding streams, detailed below, will be passported from CSP partners directly to the PCC. These funds will not be ring fenced and can be used to commission any service the PCC believes necessary.

- Safe and Strong Communities element of Area Based Grant
- Basic Command Unit Fund
- Home Office element of DIP Grant
- Home Office element of Young Persons' Substance Misuse Grant

3.5 Whilst the above funds are being passported from CSP's the PCC is not obliged to commission any services from the CSP's.

3.6 A considerable amount of work has been completed within the Joint Community Safety Team over the last twelve months preparing for the appointment of the PCC.

3.7 Work nevertheless remains to be completed. The following process is recommended to Members when considering how to enable Wirral CSP to be in the strongest position to influence the PCC to include Wirral priorities within the five year Police and Crime Plan, and tender for services commissioned by the PCC.

3.8 **Phase 1:-**

The Home Office team managing the introduction of PCC will recommend to the appointed PCC Home Office priorities. The only two priorities spoken of at a recent Home Office briefing wire:-

- Violence against Women & Girls
- Integrated Offender Management

3.9 The recent CSP priority setting exercise agreed the top 3 priorities for Wirral CSP to be:-

- Violence – including domestic violence
- Integrated Offender Management
- Serious Acquisitive Crime

3.10 It is recommended to Members that, before the August 2012 meeting of this Partnership, assessment is made of the continuing relevance of the above priorities to Wirral.

3.11 This assessment to be made on evidence of proven need, which shall be returned for presentation to the PCC.

3.12 This will bring the traditional CSP Planning process forward by six months.

3.13 At the same time as preparing evidence of need we must prepare evidence that we are providing value for money in the services we deliver.

3.14 **Phase 2:-**

Members of this group may be consulted by PCC when setting priorities. It is important, therefore, that each have a level of knowledge sufficient for this important task.

It is recommended that Members consider the August meeting of the CSP be set aside to complete a series of adversarial briefings by Managers within the JCST.

3.15 The benefit of this will be two fold:-

- Identification of gaps in the knowledge / information presented, with sufficient time for the gaps to be researched and filled.
- Raise the level of knowledge amongst CSP Members.

3.16 **Phase 3:-**

Post appointment of the PCC, at the November 2012 and February 2013 meetings of the CSP, compare Wirral CSP priorities to the emerging PCC five year Plan priorities, and make adjustments where necessary.

3.17 Finally, that Members' are asked to consider delegating the monitoring and development of this work to the CSP Executive Group.

This report was prepared by Steve McGilvray who can be contacted on 606 5485

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WIRRAL COUNCIL

SCRUTINY PROGRAMME BOARD

28 FEBRUARY 2012

SUBJECT:	EQUALITY AND IMPACT ASSESSMENTS
WARD/S AFFECTED:	ALL
REPORT OF:	<i>DIRECTOR OF LAW, HR AND ASSET MANAGEMENT</i>
KEY DECISION?	NO

1.0 EXECUTIVE SUMMARY

1.1 This summary report (Appendix 1) is at the request of members at the last Scrutiny Programme Board held on 4 January 2012. The report summarises the CfPS Policy Briefing 'Equality Impact Assessments.

2.0 RECOMMENDATION

2.1 Members are requested to note the report.

3.0 BACKGROUND AND KEY ISSUES

3.1 As part of the Equality Duty 2010 and further The Public Sector Equality Duty which came into full force in April 2011, the Council has a legal requirement to give due regard to the impact of its policies and decisions on people who share protected characteristics (race, gender, disability, sexual orientation, age, religion / belief, gender re-assignment, marriage / civil partnership, pregnancy / maternity).

3.2 As part of the Independent Corporate Governance Review report, AKA highlighted 'shortfalls in the way the Council evaluated the impact of its policies both prior to execution and in response to evidence about the impact'. Subsequently the report identified 'Equalities' as an area for improvement.

4.0 RELEVANT RISKS

4.1 As outlined in 3.2 above.

4.2 The Council failing to meet legal requirements.

4.3 The Council open to reputational risk.

4.4 The Council open to legal challenge.

5.0 OTHER OPTIONS CONSIDERED

5.1 None

6.0 CONSULTATION

6.1 None

7.0 IMPLICATIONS FOR VOLUNTARY, COMMUNITY AND FAITH GROUPS

7.1 None

8.0 RESOURCE IMPLICATIONS: FINANCIAL; IT; STAFFING; AND ASSETS

8.1 None

9.0 LEGAL IMPLICATIONS

9.1 By not formally adopting Equality Impact Assessments as the Council's process for giving due regard to the impact of its policies and decisions, the Council is open to legal challenge.

9.2 The Council constitution will need reviewing to take account of the new legislation.

10.0 EQUALITIES IMPLICATIONS

10.1 As part of the Equality Duty 2010, which came into full force in April 2011, the Council has a legal requirement to give due regard to the impact of its policies and decisions on people who share protected characteristics (race, gender, disability, sexual orientation, age, religion / belief, gender re-assignment, marriage / civil partnership, pregnancy / maternity).

11.0 CARBON REDUCTION IMPLICATIONS

11.1 None

12.0 PLANNING AND COMMUNITY SAFETY IMPLICATIONS

12.1 Equality Impact Assessments can and should inform planning and community safety policies and decisions.

REPORT AUTHOR: *Alison Mountney*
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email: alisonmountney@wirral.gov.uk

APPENDICES

APPENDIX 1

Summary report on CfPS Policy Briefing 'Equality Impact Assessment'

APPENDIX 2

Equality Impact Toolkit (new version February 2012)

APPENDIX 1

**SCRUTINY PROGRAMME BOARD
28 FEBRUARY 2012**

EQUALITY AND IMPACT ASSESSMENTS

SUMMARY

At the previous meeting of the Scrutiny Programme Board held on 4 January 2012, a CfPS Policy Briefing entitled 'Equality Impact Assessments' was provided to members. Members made a request that the Policy Briefing be summarised for this meeting of the Scrutiny Board.

BACKGROUND: PUBLIC SECTOR EQUALITY DUTY

The Equalities Act 2010 ("The Act") has two main purposes:

- to harmonise discrimination law, and
- to strengthen the law to support progress on equality.

The Public Sector Equality Duty ("PSED") (section 149 of The Act) came into force on 5 April 2011.

The PSED applies to public bodies and others carrying out public functions. It supports good decision-making by ensuring public bodies consider how different people will be affected by their activities, helping them to deliver policies and services which are efficient and effective; accessible to all and which meet different people's needs.

The PSED is supported by specific duties, as set out in the Statutory Code of Practice, which came into force on 10 September 2011. The specific duties require public bodies:

- to publish relevant, proportionate information demonstrating their compliance with the PSED; and
- to set themselves specific and measurable equality objectives.

Section 31 and 32 of the Equality Act gives the Equalities and Human Rights Commission ("EHRC") the power to issue "a compliance notice" if these duties are not being carried out. Individuals disadvantaged by public sector decisions can still bring an action under the Human Rights Act 1998.

EQUALITY IMPACT ASSESSMENTS (EIAs)

All council officers, from recycling officers to transport planners to social workers to librarians, have a duty to consider access to the services they provide and the implications of the policies they develop for all groups in the local community: it is not only the responsibility of the equalities officer or diversity champion. Likewise, consideration of equalities issues is important to scrutiny committees, whether they are carrying out a

review of the council's recycling policy, monitoring children's social services or challenging the development of the library plan.

An intrinsic part of the PSED is the preparation of EIAs. EIAs have been operational in WMBC since 2008 and are published on the Council's website. EIAs should be produced whenever a WMBC policy is being developed. An EIA will enable the Council to make an informed judgement as to whether a policy will have unintended, negative consequences for certain people.

According to the EHRC, an EIA can have one of four outcomes:

- No major change
- Adjust the policy
- Continue the policy
- Stop and remove the policy

A robust methodology in the completion of EIAs will allow the Council to affirm that it has made a policy decision in a logical way, and that no assumptions have been made about the impact of a certain section of the community.

As it is important to consider the broad policy impacts of decisions, the effective production of EIAs relies on the principles of equality being "mainstreamed" within the wider decision making process. It is difficult to think of any policy change that the Council could implement that would have no impact whatsoever on local people.

The North West Employers Organisation Equality network has asked WMBC to be a case study in EIAs. WMBC were one of the first in the region to redesign its toolkit following the introduction of The Act in 2010.

It is essential that the Council's EIA process becomes more robust in terms of completion, quality assurance, scrutiny and transparency.

As part of the Independent Corporate Governance Review report, AKA highlighted "shortfalls" in the way the Council evaluates the impact of its policies both prior to execution and in response to evidence about the impact". Subsequently, the AKA report identified "Equalities" as an area for improvement.

Failure to carry out EIAs will leave the Council:

- failing to meet legal requirements.
- open to reputational risk.
- open to legal challenge.

It was agreed at Cabinet 12 January 2012 that the authority formally adopts EIAs as the Council's process for giving due regard to the impact of its policies and decisions.

SCRUTINY AND EIAs

At national level there have been a number of decisions overturned due to EIAs having been carried out ineffectively, or not considering the full issues.

Using EIAs to analyse proposed service changes (as part of a “pre-scrutiny” process) immediately focuses on the results of that change, rather than the process used to reach it.

An approach taken in Gloucestershire whereby EIAs (renamed “community impact assessments”) are now sent to O&S committees before being signed off by the relevant cabinet member, the intention being that this provides a way of building “pre-scrutiny” into the process and to provide additional political leadership. This suggests a new and more focused approach to “pre-scrutiny” more generally, where a discussion of methodology is mixed with a broader, substantive discussion on the policy

THE EQUALITY FRAMEWORK FOR LOCAL GOVERNMENT

In 2009 WMBC adopted this framework as a benchmarking toolkit. The toolkit involves an assessment and categorisation in one of three levels:

- Development;
- Achieving; and
- Excellent.

WMBC is currently “Achieving” and is looking to become “Excellent”.

This framework strongly promotes the use of scrutiny in establishing a culturally different approach to equality. Councillor engagement is particularly encouraged as part of this process.

SCRUTINY REVIEWS

Scrutiny reviews should involve a consideration of the way in which recommendations will impact upon different local residents. An awareness of equalities issues in the planning, delivering and monitoring of scrutiny reviews will enhance their robustness and ensure that recommendations have a greater chance of being implemented.

Using scrutiny reviews to examine equalities issues also brings wider benefits to the council. Involving a range of councillors in equalities work draws on their community experience and knowledge, raising issues that may not immediately occur to officers who may be less connected to local communities. The process of challenge and review can also provide an opportunity for officers to step back from day-to-day service delivery and reflect on its impact on the whole community.

Focusing on broader issues of concern to the community, rather than simply looking at internal council policies and services, can be a useful way for scrutiny to set and own its own agenda and helps avoid the temptation to politicise the scrutiny process. All members of a scrutiny panel, whether from the administration or opposition groups, can share, for example, a common desire to improve local health inequalities for or ensure better access to transport services.

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Equality Impact Toolkit (new version February 2012)

Section 1: Your details

Council officer:

Email address:

Head of Service:

Chief Officer:

Department:

Date:

Section 2: What Council function / proposal is being assessed?**Section 2b: Is this EIA being submitted to Cabinet or Overview & Scrutiny Committee?**

Yes / No

If 'yes' please state which meeting and what date

.....

And please add hyperlink to your published EIA on the Council's website

.....

Section 3: Will the Council function / proposal affect equality in? (please tick relevant boxes)

- Services**
- The workforce**
- Communities**
- Other** (please state)

If you have ticked one or more of above, please go to section 4.

- None** (please stop here and email this form to your Chief Officer who needs to email it to equalitywatch@wirral.gov.uk for publishing)

Section 4: Within the Equality Duty 2010, there are 3 legal requirements. Will the Council function / proposal support the way the Council (please tick relevant boxes)

- Eliminates unlawful discrimination, harassment and victimisation
- Advances equality of opportunity
- Fosters good relations between groups of people

If you have ticked one or more of above, please go to section 5.

- None** (please stop here and email this form to your Chief Officer who needs to email it to equalitywatch@wirral.gov.uk for publishing)

Section 5: Will the function / proposal have a positive or negative impact on any of the protected groups (race, gender, disability, gender reassignment, age, pregnancy and maternity, religion and belief, sexual orientation, marriage and civil partnership)?

You may also want to consider socio-economic status of individuals.

Please list in the table below and include actions required to mitigate any negative impact.

Protected characteristic	Positive or negative impact	Action required to mitigate any negative impact	Lead person	Timescale	Resource implications

Section 5a: Where and how will the above actions be monitored?

Section 5b: If you think there is no negative impact, what is your reasoning behind this?

Section 6: What research / data / information have you used in support of this process?

Section 7: Are you intending to carry out any consultation with regard to this Council function / policy?

Yes / No – (please delete as appropriate)

If 'yes' please continue to section 8.

If 'no' please state your reason(s) why:

(please stop here and email this form to your Chief Officer who needs to email it to equalitywatch@wirral.gov.uk for publishing)

Section 8: How will consultation take place?

Before you complete your consultation, please email your 'incomplete' EIA to equalitywatch@wirral.gov.uk via your Chief Officer in order for the Council to ensure it is meeting it's legal requirements. The EIA will be published with a note saying we are awaiting outcomes from a consultation exercise.

Once you have completed your consultation, please review your actions in section 5. Then email this form to your Chief Officer who needs to email it to equalitywatch@wirral.gov.uk for re-publishing.

Section 9: Have you remembered to:

- a) Add a hyperlink to your published EIA on the Council website? (section 2b)
- b) Include any positive impacts as well as negative impacts? (section 5)
- c) Send this EIA to equalitywatch@wirral.gov.uk via your Chief Officer?
- d) Review section 5 once consultation has taken place and sent your completed EIA to equalitywatch@wirral.gov.uk via your Chief Officer for re-publishing?

UPDATE ON WORK PROGRAM : COUNCIL EXCELLENCE SCRUTINY COMMITTEE - 31/01/12

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 enable members 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
COUNCIL EXCELLENCE : 2011 / 2012

Date of New item	Topic Description	How the topic will be dealt with	Estimated Complete Date	Comments on Progress	Complete?
08/07/10	Performance Monitoring (Quarterly updates on existing performance indicators – ‘Exceptions’ only will be reported).	Officer Reports (Emma Degg) (from Oct 2011 – Ian Coleman)		Quarterly Performance Monitoring Reports will be included on each agenda from September onwards.	Continuing
08/07/10	Strategic Change Programme: - Regular updates on proposed savings; - Monitor the effectiveness of the Change Programme;	Officer Reports (Dave Green) (from Oct 2011 – Ian Coleman)		A report on the progress of the Strategic Change Programme Board was provided for the Special meeting on 28/10/10. Further reports were produced for the meetings on 18/11/10 & 31/01/11. Committee, on 12/07/11, agreed that this item should be part of the work programme for the new municipal year. A further update was received by Committee on 15/09/11. Agreed that Committee “looks forward to receiving details of emerging projects for inclusion within the Strategic Change Programme”. An Update report was provided for the meeting on 17/11/11. A further report has been requested for 26/03/12.	Continuing
08/07/10	Financial Reporting / Budget: - Monitoring the financial statements - How the authority performs against savings targets; - Review the impact on local residents where savings are made; - Impact of the Comprehensive Spending Review on the borough;	Officer Reports (Ian Coleman)		Financial / Budget Monitoring reports will be included on each meeting agenda.	Continuing

Date of New item	Topic Description	How the topic will be dealt with	Estimated Complete Date	Comments on Progress	Complete?
08/07/10	<p>Office Accommodation:</p> <ul style="list-style-type: none"> - The EC Harris report was referred to the Council Excellence Committee by Cabinet (24 June 2010); - Need to understand the Cabinet timetable; - What are the implications for the Council's Data Centres?; - Future role for agile working 	<p>Officer reports plus site visits. (Bill Norman / Ian Brand)</p>		<p>Special meeting of the Committee arranged for 24th August 2010. Further reports provided at the meetings on 21/09/10 and 18/11/10. Another report produced for the meeting on 31/01/11; to focus particularly on agile working and working in local hubs. Further report produced for 16/03/11. Committee raised anxiety over progress and agreed that "update reports should be presented to future meetings of this Committee on a quarterly basis".</p> <p>Further report to Committee on 12/07/11. Committee also agreed that this item should be part of the work programme for the forthcoming municipal year. A subsequent report was presented to Committee on 15/09/11. A further report will be presented to Cabinet in November 2011.</p> <p>Further report to Committee on 17/11/11 resulted in the Director of Law, HR and Asset Management being requested to liaise with group spokespersons to agree a date for a seminar on agile working.</p> <p>A progress report was received by Committee on 31/01/12, prior to the same report being presented to Cabinet along with the recommendations of the Council Excellence Scrutiny Committee.</p>	Continuing

Date of New item	Topic Description	How the topic will be dealt with	Estimated Complete Date	Comments on Progress	Complete?
21/09/10	Employee Forums – What issues do they cover? What are the participation levels? What is the cost of providing the Forums?	Officer report (Kevin Adderley)		Issue initially raised by a member at the Committee meeting on 21/09/10. Report produced for the meeting on 18 th November 2010. An officer review of Staff Diversity Forums will take place. A further report will be produced for a future meeting.	To be followed up when Committee time is available
21/09/10	Income from Golf Courses, to include: Why is projected income not met on an annual basis? Is security of courses a determinant in loss of income?	Officer report (Jim Lester)		Issue initially raised by a member at the Committee meeting on 21/09/10. Report produced for meeting on 18/11/10. Report noted – await the outcome of the PACSPE process.	To be followed up when Committee time is available
21/09/10	Reaching Excellent Level of the Equality Framework for Local Government (EFLG)	Officer report (Kevin Adderley)		Progress report presented to meeting on 21/09/10. Further report, expected 16/03/11, requested in six months time. Report to include the reasons for low levels of Black and Ethnic Minority individuals accessing mainstream services. Subsequent report produced for meeting on 16/03/11. Agreed that a further report should be produced in relation to the Equality Implications of the recent Council Budget, to include information as to what analysis was undertaken and how officers took equality duties into account. Report presented to Committee on 12/07/11.	Outstanding

Date of New item	Topic Description	How the topic will be dealt with	Estimated Complete Date	Comments on Progress	Complete?
18/11/10	Early Voluntary Retirement / Voluntary Severance (EVR/VS) – Analysis and Restructuring	Officer report (Chris Hyams)		<p>Issue initially raised by a member at the Committee meeting on 18/11/10.</p> <p>Report produced for the meeting on 16/03/11. A further update report will be produced at the end of the EVR process.</p> <p>Committee, on 12/07/11, agreed that this item should be part of the work programme for the forthcoming municipal year.</p> <p>Committee, on 12/07/11, also requested a further report on the “impact on employees of restructuring / redeployment, including the support in place for individuals”.</p> <p>Further report presented to committee on 15/09/11. Committee agreed that a report will be presented to a future meeting in relation to the number of vacated posts as a result of EVR/VS that had subsequently been filled.</p> <p>Further report provided to Committee on 17/11/11. Report noted.</p>	Complete

Date of New item	Topic Description	How the topic will be dealt with	Estimated Complete Date	Comments on Progress	Complete?
18/11/10	Proposed changes to Housing Benefit / Council Tax Benefit system - Impact of the Welfare Reform Bill	Officer report (Ian Coleman)		<p>Report produced for the meeting on 31/01/11. Committee agreed that "the issue of welfare reform and changes to the benefits system announced recently, and its likely impact on local government staffing and finances requires detailed examination and should be the subject of a special study by this Committee".</p> <p>Committee, on 12/07/11, agreed that this item should be part of the work programme for the forthcoming municipal year.</p> <p>A report regarding 'Localising Support for Council Tax in England' was presented to Committee on 17/11/11. Agreed that further progress reports will be presented to future meetings.</p> <p>On 31/01/12, Committee requested an additional report, which is due on 26/03/12. The report will reflect the impact of proposed Welfare changes both on the individual and on the Council.</p>	
12/07/11	Back Office efficiencies and achievements	Officer Report (Ian Coleman)		<p>Committee, on 12/07/11, agreed that this item should be part of the work programme for the new municipal year. Committee agreed, on 15/09/11, that a report will be presented to the next meeting on 17/11/11. Report presented to Committee and noted on 17/11/11.</p>	Complete

Date of New item	Topic Description	How the topic will be dealt with	Estimated Complete Date	Comments on Progress	Complete?
12/07/11	Impact of Localism Bill	Officer Report (Emma Degg)		Committee, on 12/07/11, agreed that this item should be part of the work programme for the forthcoming municipal year. A report was requested closer to the time when the Act will be enacted (likely to be late 2011/ early 2012).	
12/07/11	Development of an Outcome-based Commissioning Framework	Officer Report (Ian Coleman)		Committee (12/07/11) agreed that a further report be presented on options for applying such a framework to major service reviews emerging from the consultation exercise.	
15/09/11	Customer Access Strategy	Officer Report (Ian Coleman)		Committee (15/09/11) agreed that a further report will be presented on 17/11/11. A report was presented to Committee on 17/11/11. Committee agreed that "the officers be requested to prepare a standard procedure to ensure that ward councillors are updated in relation to changes in the use of libraries and One Stop Shops".	
15/09/11	Capital Strategy	Officer Report (Ian Coleman)		Committee (15/09/11) agreed that a further report will be presented on 17/11/11. A report was presented to Committee on 17/11/11.	Complete
15/09/11	Balance Sheet Management – Review of Reserves and Provisions	Officer Report (Ian Coleman)		Committee (15/09/11) agreed that a further report will be presented on 26/03/12 .	

Date of New item	Topic Description	How the topic will be dealt with	Estimated Complete Date	Comments on Progress	Complete?
15/09/11	Masters in Business Administration (MBA) Programme	Officer Report (Chris Hyams)		Committee (15/09/11) agreed that a report will be presented to a future meeting. A report was presented to Committee on 17/11/11. Committee requested a further report "upon the issue of senior officer training within the organisation, to include information as to how applications to attend the MBA course are assessed, in relation to the costs and benefits to the Council". An additional report is due to be available for Committee on 26/03/12.	
17/11/11	Corporate Governance - The Chair requested that the report of the Chief Executive in relation to Work Programme Progress and Associated Issues, considered by the Corporate Governance Cabinet Committee at its meeting on 16th November 2011, be presented for Member's consideration.	Officer Report (Bill Norman)		The report, as requested by the Chair, was presented to Committee on 17/11/11. Committee agreed that a further report "be requested to present an update on the work of the Corporate Governance Committee to the next meeting of the Committee".	
31/01/12	Procurement	Training sessions (Ian Coleman)		Members agreed to instigate "a programme of training and workshops to improve member awareness of procurement issues".	
31/01/12	Fees and Charges	Officer Report		Committee agreed on 31/01/12 that the relevant director should be invited to explain income levels relating to building control services.	

REPORT 2
SUGGESTIONS FOR ADDITIONS TO WORK PROGRAMME
COUNCIL EXCELLENCE : 31/01/12

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

REPORT 3
PROPOSED OUTLINE MEETING SCHEDULE FOR THE MUNICIPAL YEAR
COUNCIL EXCELLENCE : 2011 / 2012

Meeting Date	Topic Description
12/07/11	Financial Monitoring Statement (Ian Coleman) Revenues Incomes and Benefits (Ian Coleman) Budget Projections 2012/2015 (Ian Coleman) Local Government Resource Review (Ian Coleman) Procurement Strategy (Ian Coleman) Housing Benefit / Council Tax Benefit Annual Report (Ian Coleman) Customer Services Annual Report (Ian Coleman) Development of an Outcome-based Commissioning Framework (Ian Coleman) Treasury Management Annual Report (Ian Coleman) Equality Implications of Council Budget (Jacqui Cross) Financial Out-turn 2010-11 (Ian Coleman) Final Local Government Finance Settlement 2011 / 2013 (Ian Coleman) Office Accommodation (Bill Norman) The People Strategy 2010-2013 (Chris Hyams) Q4 Performance Monitoring – Report concentrating on red / amber ‘exceptions’ plus a verbal update on the future (Emma Degg) Work Programme Update Forward Plan
15/09/11	Financial Monitoring Statement (Ian Coleman) Revenues Incomes and Benefits (Ian Coleman) Office Accommodation (Ian Brand) Strategic Change Programme (Dave Green) Impact on employees of restructuring / redeployment, including the support in place for individuals (Chris Hyams) Replacement Programme Control System Software Forward Plan Work Programme Update

Meeting Date	Topic Description
27/09/11	Special Budget meeting: Financial Monitoring Statement (Ian Coleman) Budget Projections 2012/2015 (Ian Coleman) Outcome Based Commissioning Community Budgets Treasury Management (Ian Coleman) Q1 Performance Monitoring – Report concentrating on red / amber ‘exceptions’ plus a verbal update on the future (Emma Degg) You Choose – Budget Consultation Budget Key Issues
17/11/11	Financial Monitoring Statement (Ian Coleman) Revenues Incomes and Benefits (Ian Coleman) Budget Projections 2012/2015 (Ian Coleman) Treasury Management Q2(Ian Coleman) Medium Term Financial Strategy (Ian Coleman) Back Office Efficiencies (Ian Coleman) Customer Access Strategy (Ian Coleman) Capital Strategy (Ian Coleman) Procurement Strategy (Ian Coleman) Internal Audit Review (Ian Coleman) LGRR Business Rates Reform (Ian Coleman) Council Tax Benefit Reform (Ian Coleman) EVR Restructures (Ian Coleman) EVR Capitalisation (Ian Coleman) Q2 Performance Monitoring – Report concentrating on red / amber ‘exceptions’ (Ian Coleman) Office Accommodation / Agile working (Ian Brand) Strategic Change Programme (Ian Coleman) Early Voluntary Retirement / Voluntary Severance and Organisational Changes (Chris Hyams) Masters in Business Administration (MBA) programme (Chris Hyams) Corporate Governance Forward Plan Work Programme Update

Meeting Date	Topic Description
31/01/12	Financial Monitoring Statement (Ian Coleman) Revenues Incomes and Benefits (Ian Coleman) Provisional Local Government Financial Settlement (Ian Coleman) Disposal of Confidential Waste (Ian Coleman) Corporate Governance (Bill Norman) You Choose Budget Simulator (Ian Coleman) Provision for Pay Inflation 2010-11, including referral from Council (Ian Coleman) Corporate Plan – Referral from Council Office rationalisation (Ian Brand) Staff consultation – ‘Destination Excellence’ Forward Plan Work Programme Update Exempt Item: Disposal of Confidential Waste – Tenders (Ian Coleman)
26/03/12	<p style="color: red;">To be confirmed</p> <p style="color: red;">Financial Monitoring Statement (Ian Coleman) Revenues Incomes and Benefits (Ian Coleman) Budget Projections 2012/2015 (Ian Coleman) Treasury Management Q3(Ian Coleman) Q3 Performance Monitoring – Report concentrating on red / amber ‘exceptions’ (Ian Coleman) Masters in Business Administration (MBA) programme (Chris Hyams) Strategic Change Programme (Ian Coleman) Welfare Reform (Ian Coleman / Malcolm Flanagan) Balance Sheet Management (Ian Coleman)</p> <p style="color: red; text-align: center;">Plus more to follow.....</p>

**REPORT 4
PROGRESS REPORT ON IN-DEPTH PANEL REVIEWS
COUNCIL EXCELLENCE : 31/01/12**

Title of Review	Members of Panel	Progress to Date	Date Due to report to Committee
None at present			

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UPDATE ON WORK PROGRAMME : CHILDREN & YOUNG PEOPLE
OVERVIEW & SCRUTINY COMMITTEE – 26.01.2012

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 enable members 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 & YOUNG PEOPLE: 2011 / 2012

Date of New item	Topic Description	How the topic will be dealt with	Estimated Complete Date	Comments on Progress	Complete?
20/9/11	Report on staff absence trends within CYPD	Report to Committee	Jan 12	This item was proposed by members for inclusion on the work programme at the committee meeting on 20/09/11	
1/06/11	Progress on Oaklands Residential	Report to Committee	Jan 12	This item was proposed by members for inclusion on the work programme at the committee meeting on 01/06/11	
1/06/11	Early Intervention Grants – “Outcome of Commissioning’ – lessons learnt	Report to Committee	Nov 11	This item was proposed by members for inclusion on the work programme at the committee meeting on 01/06/11	Report noted. Inspector to return to Jan 12 to underline findings.
1/06/11	Planning for 2012 Youth Parliament	Report to Committee	Nov 11 moved to Jan 12	This item was proposed by members for inclusion on the work programme at the committee meeting on 01/06/11	
01/06/11	Green Paper on SEN – Authority’s response	Report to Committee	Sept 11	This item was proposed by members for inclusion on the work programme at the committee meeting on 01/06/11.	The radical changes to current framework noted.
01/06/11 16.11.11	Literacy Scrutiny Review – recommendations and progress review	Report to Committee	Nov 11	This item was proposed by members for inclusion on the work programme at the committee meeting on 01/06/11.	Report noted. A request to receive a further report in Nov 12 agreed.

REPORT 1 cont
MONITORING REPORT FOR SCRUTINY COMMITTEE WORK PROGRAMME
CHILDREN & YOUNG PEOPLE: 2011 / 2012

Date of New item	Topic Description	How the topic will be dealt with	Estimated Complete Date	Comments on Progress	Complete?
16.11.11	Childminding Services and the Private Sector		2012	Item proposed for inclusion at committee dated 16.11.11	

REPORT 2
SUGGESTIONS FOR ADDITIONS TO WORK PROGRAMME
CHILDREN & YOUNG PEOPLE OVERVIEW & SCRUTINY COMMITTEE – 2011/2012

Topic Description	Topic suggested by	How the topic will be dealt with	Estimated Completion Date
Serious Case reviews and the relationship with Safeguarding Board	Cllr S Clake	Training Sessions for all Councillors conducted by Training team.	2012
Scrutiny Review with a focus on work undertaken in Year 7 (due to secondary schools reporting poor literacy skills at transition)	0-19 standards committee		

REPORT 3
PROPOSED OUTLINE MEETING SCHEDULE FOR THE MUNICIPAL YEAR
CHILDREN & YOUNG PEOPLE: 2011 / 2012

Meeting Date	Topic Description
20/09/11	Budget – Key Issues Department Restructure Performance & Financial Monitoring Q1 SEN Green Paper Safeguarding & LAC Insp Report Action Plan update Child Poverty Strategy – Action Plan Adoption Inspection School Annual Performance – Early years and primary
16/11/11	Performance & Financial Monitoring Q2 Literacy Review – recommendations and progress report Childrens Annual Complaints Report EIG & Commissioning – lessons learnt Secondary Schools Places - Demographic update Fostering Service Report on Inspection Ofsted Children’s Services Assessment School Annual Performance – Post 16 Child Poverty Action Plan/Implementation
26/01/11	Sickness Absence Scheme of Delegation YSAC 2012 Youth Parliament planning report Oaklands planning CYPD department staff absence trends Sanderling Places - transition to resource base 100 Club project Wirral Lifelong and Family Learning Service
21/03/12	Performance & Financial Monitoring Q3 Approved Scheme of Delegation Child Poverty Strategy – Action Plan Update on Apprenticeship Strategy Childminder provision on Wirral Final Report on Safeguarding LAC Action Plan Organisational Health Check Presentation

REPORT 4
PROGRESS REPORT ON IN-DEPTH PANEL REVIEWS
CHILDREN & YOUNG PEOPLE OVERVIEW & SCRUTINY COMMITTEE

Title of Review	Members of Panel	Progress to Date	Date Due to report to Committee

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UPDATE ON WORK PROGRAMME : ECONOMY & REGENERATION
OVERVIEW & SCRUTINY COMMITTEE - 08/03/12

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 enable members 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
ECONOMY & REGENERATION : 2011 / 2012

Date of New item	Topic Description	How the topic will be dealt with	Estimated Complete Date	Comments on Progress	Complete?
06/06/11	The implementation of affordable housing policies	Report to Committee on 05/09/11		During the discussion on the 'End of Year Performance Report' on 06/06/11, members requested a report to the next meeting on this item. Report on Affordable Housing presented to Committee on 05/09/11. Further report requested to include 'Mortgage help for first-time buyers'.	
06/06/11	Wirral Apprenticeship scheme	Report to Committee		During the discussion on the 'Apprenticeship Programme' item at the meeting on 06/06/11, members requested a further update specifically on level 3 up-take and on the preparedness of the education sector for the challenge of the new requirement for functional skills. Further report on 'The Wirral Apprentice' provided to Committee on 05/09/11.	Complete
06/06/11	Green Growth – Motion agreed at Council in April requesting this Scrutiny Committee to “investigate and draw up a report for Cabinet on the best ways to create and support a ‘cluster’ of companies to lead the way in driving a Green economy on Wirral and across the country”.	In-depth Scrutiny Review by Working Group of Members	December 2011	This item was proposed by members for inclusion on the work programme at the committee meeting on 06/06/11. Scope document for the Review agreed by Committee on 05/09/11. It is expected that the final report for the review will be presented to Committee in March 2012.	

Date of New item	Topic Description	How the topic will be dealt with	Estimated Complete Date	Comments on Progress	Complete?
06/06/11	Business Start Programme The Programme has performed well but: <ul style="list-style-type: none"> • Are we supporting businesses for the future? • What size of business is supported? • How long have supported businesses remained in business? Were businesses satisfied with the support?	Report to Committee		This item was proposed by members for inclusion on the work programme at the committee meeting on 06/06/11. Report presented to Committee on 07/11/11. Agreed that a further report on the future options for a business start-up programme be brought to a future meeting. Report due to be presented to Committee on 08/03/12.	
06/06/11	European Social Fund and the Work Programme to include: <ul style="list-style-type: none"> • Progress report on the contract with the Reach-Out consortia What are the comparisons with arrangements / results at other Local Authorities?	Report to Committee in November		This item was proposed by members for inclusion on the work programme at the committee meeting on 06/06/11. Report presented to Committee on 07/11/11.	Complete
06/06/11	Inward Investment	Report to Committee		This item was proposed by members for inclusion on the work programme at the committee meeting on 06/06/11. Report presented to Committee on 05/09/11. Agreed that a further report will be provided once the Inward Investment Manager is in post. Suggested that a further report be presented to Committee in June 2012.	
06/06/11	Housing Market Renewal Initiative (HMRI) What are the options now that HMRI has ended?	Report to Committee		This item was proposed by members for inclusion on the work programme at the committee meeting on 06/06/11. Report presented to Committee on 16/01/12.	

Date of New item	Topic Description	How the topic will be dealt with	Estimated Complete Date	Comments on Progress	Complete?
06/06/11	Visit to regeneration and housing sites, for example, housing schemes, Wirral International Business Park, Wirral Waters	Members visit to be arranged by Kevin Adderley		This item was proposed by members for inclusion on the work programme at the committee meeting on 06/06/11. Visit took place Friday 21/10/11.	Complete
05/09/11	Budget Issues for Economy & Housing in 2012/13	Officer report		Initial report presented to Committee on 05/09/11 following a request by the Council Leader for Scrutiny Committees to be consulted on budget issues for 2012/13. On 05/09/11, Committee agreed that Cabinet-led suggestions highlighting potential savings be requested. A special Committee meeting will be arranged to discuss those options / suggestions.	
05/09/11	Fair Trade	Mark Johnston		The Chair provided a verbal report to Committee on 05/09/11 regarding the work undertaken by him as Fair Trade Champion. In future, this work will be organised by the Economy & Regeneration Scrutiny Committee (rather than by Champions). A further report will be provided to a Committee meeting in the future (possibly November 2012).	

Date of New item	Topic Description	How the topic will be dealt with	Estimated Complete Date	Comments on Progress	Complete?
07/11/11	Child Poverty Strategy	Officer Reports (Jane Morgan)		A progress report on the Child Poverty Strategy and Action Plan was presented to the Committee on 07/11/11. Agreed that regular updates will be brought to Committee in the future. Report due to Committee on 08/03/12.	
07/11/11	Presentation by Lindsay Ashworth, Peel Holdings	Presentation to Committee		A presentation will be made by Lindsay Ashworth to the Committee meeting on 16/01/12. Presentation by Richard Mawdsley (Peel Holdings) made to Committee on 16/01/12.	Complete

REPORT 2
SUGGESTIONS FOR ADDITIONS TO WORK PROGRAMME
ECONOMY & REGENERATION : 08/03/12

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

REPORT 3
PROPOSED OUTLINE MEETING SCHEDULE FOR THE MUNICIPAL YEAR
ECONOMY & REGENERATION : 2011 / 2012

Meeting Date	Topic Description
06/05/11	<p>Terms of Reference for the Committee End of Year Performance report 2010-11 Apprenticeship Programme Scrutiny Work Programme Forward Plan Regeneration Update</p>
05/09/11	<p>Implementation of affordable housing policies (to include options for localised definition of affordable housing) (Ian Platt) Inward Investment (Kevin Adderley) Performance Monitoring Report – Quarter 1 (Kevin Adderley) Budget Issues for Economy & Housing in 2012/13 (Kevin Adderley) Green Growth Scrutiny review: Update (Report of Working Group – Cllr Mark Johnston, Chair) Referral from Council meeting on 18th July 2011 – Motion regarding Shale Gas Fracking The Wirral Apprentice – Update report Fair Trade – Progress report (Cllr Mark Johnston) Scrutiny Work Programme Forward Plan Regeneration Update</p>
07/11/11	<p>Invest Wirral – Presentation (Paula Basnett) Future plans for the Business Start Programme (Kevin Adderley) European Social Fund and the Work Programme (Kevin Adderley) Department for Work & Pensions Work programme (David Ball) Performance Monitoring Report – Quarter 2 (Kevin Adderley) Child Poverty Strategy – Update (Jane Morgan) Scrutiny Work Programme Forward Plan Regeneration Update (Exempt Item)</p>

Meeting Date	Topic Description
16/01/12	Presentation by Lindsay Ashworth (Peel Holdings) Progress Report on Housing Market Renewal Initiative (HMRI) and transition funding (Ian Platt) Draft Corporate Plan 2012/13 (Kevin Adderley) Scrutiny Work Programme Forward Plan Regeneration Update
To be arranged	Special Meeting – Budget Issues for Economy & Housing in 2012/13
08/03/12	Green Growth Scrutiny Review – Final report Child Poverty Strategy – Update (Jane Morgan) Reducing the under-occupation of the social housing stock (Ian Platt) Affordable Homes - Referral from Council (Kevin Adderley) Business Start-up Programme (Kevin Adderley) Performance Monitoring Report – Quarter 3 (Kevin Adderley) Scrutiny Work Programme Forward Plan Regeneration Update

REPORT 4
PROGRESS REPORT ON IN-DEPTH PANEL REVIEWS
ECONOMY & REGENERATION : 08/03/12

Title of Review	Members of Panel	Progress to Date	Date Due to report to Committee
Green Growth Scrutiny Review	Cllr Mark Johnston (Chair) Cllr Peter Kearney Cllr Steve Niblock Cllr Stuart Whittingham	<p><u>As at 28/07/11:</u></p> <ul style="list-style-type: none"> • Two meetings of the working group have been held to discuss the general approach to the review • A draft Scope for the review has been agreed • Further meetings will be held in September with Council officers and members of the business community to commence evidence-gathering for the review <p><u>As at 12/10/11:</u></p> <p>Meetings have been held with officers representing:</p> <ul style="list-style-type: none"> • Invest Wirral. • Forward Planning (Wirral Council). • Strategic Policy, Economic & European Unit (Wirral Council). • Marketing Department (Wirral Council). • Asset Management (Wirral Council). • Three Wirral businesses operating in the green sector. <p>Further meetings with officers and businesses are being planned. A questionnaire for green sector businesses in Wirral is also being developed.</p> <p><u>As at 19/12/11:</u></p> <p>The evidence-gathering stage of the review is now complete. Members have started to produce their conclusions / recommendations from the review. It is expected that the final report for the review will be presented to Committee in March 2012.</p>	March 2012

Title of Review	Members of Panel	Progress to Date	Date Due to report to Committee
Green Growth Scrutiny Review (Continued)		<p><u>As at 10/02/12</u> The Final report of the Review is due to be included on the Committee agenda for the meeting on 08/03/12.</p>	

20/6/2011	Resolved – That the report and additions to the work programme be noted. Agreed items are outlined below.			
20/6/2011 ITEM 1.	<u>ITEM 1</u> The Sub-Group monitoring the implementation of the improvement plan following the CQC inspection report will provide a report to the next meeting	Report from Sub Group	Agreed that Sub Group will Report to meeting 13th Sept. 2011 with any progress on this matter Report to take to Cabinet received 8 Nov.. (report under sub group) <u>8 Nov 2011</u> Update Resolved - That this Committee notes the developments linked to the changes to the Independent Living Fund and the impact on resources within the Department of Adult Social Services' personal budgets.	
20/6/2011 ITEM 2	<u>ITEM 2</u> The Review Panel into domestic violence would continue its work.	Report from Review Panel.		
20/6/2011 ITEM 3	<u>ITEM 3</u> Additions to the work programme should include further reports on the implications of changes to the Independent Living Fund (ILF) and also the Disability Living Allowance (DLA).	Report from Officers		
20/6/2011 ITEM 3	<u>ITEM 4</u> Once the review panel on domestic violence had completed its work, A review panel on the provision of Local Authority services for people with dementia would then be established. (see minute 10 ante).	Establish a new Panel then receive a Report from the Panel.		
20/6/2011 ITEM 4	<u>ITEM 5</u> The Chair suggested that, in consultation with the Scrutiny Support Officer and the Committee Officer, amendments be made to the layout of the work programme document to make it more user friendly and a revised format would then be circulated to the Committee for comments.	New layout for Work Programme from Scrutiny Support Office.		
20/6/2011	<u>ITEM 6</u> <u>Equality Framework for Local Government</u>	Jaqui Cross made a Presentation to the Committee	Jacqui Cross highlighted some specific areas relevant to the work of this Committee such as: <ul style="list-style-type: none"> ▪ Health inequalities ▪ Patient recovery ▪ Hospital targets ▪ Assistive technology in homes ▪ Homelessness and health ▪ Independent living ▪ Domestic violence 	

Report 2

SUGGESTIONS FOR ADDITIONS TO WORK PROGRAMME

Topic Description	Topic suggested by	How the topic will be dealt with	Estimated Completion Date
Further Implications of changes to the Independent Living Fund (ILF)	June 2011 Meeting	Officer report	
Further Implications of changes to the Disability Living Allowance DLA	June 2011 Meeting	Officer report	
An update in relation to Cheshire and Merseyside Vascular Surgery Review	September Meeting November Meeting	Chair/Officer report	
An update with regard to Highcroft Day Centre, and work being undertaken to promote day care centres.	September Meeting	Officer report	
A report in response to media coverage in relation to alleged rationing of operations for hips, knees and cataracts at Clatterbridge and at the	September Meeting	Officer report	
A report upon the use of buildings at Clatterbridge and Arrowe Park Hospitals, including proposals for the Centre for Oncology.	September Meeting	Officer report	
Working Group on Transformation of Day Services	November 2011 Meetin	Working Group	
Changes to Maternity Services	CHAIR SUGGESTION		

Report 3

PROGRESS REPORT ON IN-DEPTH PANEL REVIEWS

Title of Review	Members of Panel	Progress to Date	Progress of the review
<p style="text-align: center;"><u>2010 - 2011</u> <u>Panel on Domestic Violence</u> <u>MEETING MARCH 2011</u></p>	<p><u>Councillors:</u> Moira Mc Laughlin (Chair) Pat Glassman Ann Bridson Cheryl Povall</p>	<p>An Interim Report was presented to March meeting. <u>Resolved</u> – That the interim report be noted and the Review Panel be thanked for their work so far.</p>	<p>Report to March 2011 meeting.</p>
<p style="text-align: center;"><u>AGREED AT MEETING 20th JUNE 2011</u> It was agreed The review panel into Domestic Violence would continue. A new panel was agreed.</p>	<p><u>Councillors:</u> Pat Glassman (Chair) Ann Bridson Cheryl Povall Denise Roberts</p>		
<p style="text-align: center;"><u>Sub-Group monitoring the implementation of the improvement plan following the CQC Inspection Report.</u></p>	<p><u>Councillors:</u> Tony Smith Ann Bridson Geoff Watt</p>	<p>Sub Group met on the 17th March 2011</p>	
<p style="text-align: center;"><u>AGREED AT MEETING 20th JUNE 2011</u> It was agreed the Sub Group would continue.</p>		<p>Sub Group would provide a report to the next meeting with any progress on this matter.</p>	
		<p style="color: red;"><u>Sub Group reported to meeting 8 Nov 2011</u> (see mins for detail) Resolved – That this Committee agrees to sign off the Improvement Plan and recommend it to the Cabinet. Committee looks forward to the coming Self Evaluation of the Department of Adult Social Services and the Peer Challenge Review to follow.</p>	

<p><u>A Review Panel on the provision of Local Authority services for people with Dementia</u></p> <p><u>AGREED AT MEETING 20th JUNE 2011</u></p> <p>It was agreed that <u>once the review panel on domestic violence had completed its work</u>, A review panel on the provision of Local Authority services for people with dementia would then be established</p>		<p>Cabinet at it meeting on 14 April, 2011 Invited the Health & Wellbeing Overview and Scrutiny Committee to consider whether they would undertake a scrutiny review of the provision of Local Authority services for people with dementia, and what further steps could be taken to enhance outcomes through early intervention and support.</p> <p>Resolved – That a scrutiny review be undertaken on the provision of Local Authority services for people with dementia once the Domestic Violence review is complete and that membership of the Review Panel include Sue Lowe</p>	
<p><u>2010 - 2011</u></p> <p><u>Final Dementia Scrutiny Review</u></p>	<p><u>Councillors</u></p> <p>Ann Bridson (Chair) Sheila Clarke Denise Roberts Chris Teggin</p> <p>Supported by Alan Veitch, Scrutiny Support officer</p>	<p><u>Update March 2011</u></p> <p>Resolved –</p> <ol style="list-style-type: none"> 1. That the contents and recommendations of the Dementia Scrutiny Review be supported. 2. That the Dementia Scrutiny Report be presented to the next appropriate cabinet meeting. 3. That further reports be presented to the Health & Well Being Overview and Scrutiny Committee to update members regarding the outcomes of the recommendations. <p>That the Review Panel be thanked for all their work on the review.</p>	<p><u>Review Completed</u></p>
<p><u>Agreed at November Meeting</u></p> <p>Working Group be established to look at the proposals for the Transformation of Day Services</p>	<p>It was suggested that the group should comprise;</p> <p>Pat Glassman (Chair) Councillor S Clarke A Liberal Democrat Member Along with co-opted members Sandra Wall, Susan Lowe and Simon Wagener.</p>		

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SUSTAINABLE COMMUNITIES OVERVIEW AND SCRUTINY COMMITTEE – WORK PROGRAMME 2011/12

Title:	Department:	Comments/ Justification:
7th June 2011:		
Review of Winter Working Resilience Arrangements	Technical Services	Progress report and formal presentation – item requested by Cabinet and O&S Committee (COMPLETE)
Library Service Introduction of E-books	Finance	One off report (COMPLETE)
2010/11 Quarter 4 Performance Report	Technical Services Law, HR & Asset Management Corporate Services	Regular report covering performance and financial issues (COMPLETE)
26th September 2011:		
Review of Pavement/ Verge Parking Enforcement Initiative	Technical Services	Progress report requested by O&S Committee
Highway & Engineering Services – Second Annual Review	Technical Services	Progress report and formal presentation on the strategic contract with Colas Ltd that commenced in April 2009
'Have a safe and well-maintained highway network for all users' – Progress Update	Technical Services	Corporate 'goal' annual progress report
Wirral Trader Scheme	Law, HR & Asset Management	Report on the development and progress of the scheme
2011/12 Quarter 1 Performance Report	Technical Services Law, HR & Asset Management Corporate Services	Regular report covering performance and financial issues

<p>23rd November 2011:</p> <p>'Reduce Wirral's Carbon Footprint' – Progress Update</p> <p>Wirral Flood & Water Management Partnership – Progress Update</p> <p>Consumer Landscape Review</p> <p>Tackling Domestic Violence in Wirral</p> <p>2011/12 Quarter 2 Performance Report</p>	<p>Law, HR & Asset Management</p> <p>Technical Services</p> <p>Law, HR & Asset Management</p> <p>Law, HR & Asset Management</p> <p>Technical Services Law, HR & Asset Management Corporate Services</p>	<p>Corporate 'goal' annual progress report</p> <p>Regular progress report on the work of the Partnership as requested by O&S Committee</p> <p>To consider the outcome and implications of a major review of consumer protection by the Office of Fair Trading</p> <p>To fulfil the OSC scrutiny role in respect of the OSC and report on activity to support the Corporate Goal to provide advocacy and support for survivors of domestic violence</p> <p>Regular report covering performance and financial issues</p>
<p>30th January 2012:</p> <p>Draft Corporate Plan</p> <p>Streetscene Environment Services Contract – Fifth Annual Review</p> <p>Review of Emergency response to Gas Supply disruption Leasowe/Moreton 2011</p> <p>'Minimise waste by encouraging waste reduction and recycling' – Progress Update</p>	<p>Technical Services</p> <p>Director of Technical Services</p> <p>Technical Services</p>	<p>Comments required from Committee – COMPLETE</p> <p>Progress report & presentation on the strategic contract with Biffa (2006) – NOTED – with actions</p> <p>Report on the review of disruption – NOTED, with actions</p> <p>Corporate 'goal' annual progress report – NOTED – with actions</p>

<p>'Have high standards of environmental quality across Wirral' – Progress Update</p> <p>Wirral Climate Change Group Annual Report</p> <p>Libraries Strategy</p>	<p>Technical Services</p> <p>Law, HR & Asset Management</p> <p>Deputy Chief Exec</p>	<p>Corporate 'goal' annual progress report - NOTED</p> <p>Annual report on work of Wirral Climate Change Group – NOTED, with endorsement for replacement strategy</p> <p>Presentation of Strategy – Consideration DEFERRED until completion of consultation process.</p>
<p>28th March 2012:</p> <p>'Provide and maintain high quality parks and open spaces in partnership with local communities' – Progress Update</p> <p>'Provide high quality, value for money leisure and cultural facilities for Wirral residents' – Progress Update</p> <p>PASCAPE Internal/External Bid Comparison</p> <p>Wirral Climate Change Group Annual Report</p> <p>Review of underage sales prevention and Enforcement</p> <p>Libraries Strategy</p>	<p>Director of Technical Services</p> <p>Director of Technical Services</p> <p>Director of Technical Services</p> <p>Director Law, HR & Asset Management</p> <p>Director Law, HR & Asset Management</p> <p>Deputy Chief Exec</p>	<p>Corporate 'goal' annual progress report</p> <p>Corporate 'goal' annual progress report</p> <p>Comparison report.</p> <p>Updates on “endorsed” replacement strategy</p> <p>Review</p> <p>Consideration of strategy to include outcome of consultations</p>

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