

WIRRAL COUNCIL

COORDINATING COMMITTEE

23 June 2015

SUBJECT:	SCRUTINY WORK PROGRAMME
WARD/S AFFECTED:	ALL
REPORT OF:	CHAIR OF COORDINATING COMMITTEE
RESPONSIBLE PORTFOLIO HOLDER:	CLLR ANN MCLACHLAN
KEY DECISION?	NO

1.0 EXECUTIVE SUMMARY

1.1 This report reviews the scrutiny work programme. The report considers the activities currently being undertaken by the three Policy and Performance Committees. It then goes on to consider the work programme of the Coordinating Committee itself. Members are requested to note the contents of the report and consider the proposals for developing the scrutiny work programme in 2015/16 and the work of the Coordinating Committee.

2.0 BACKGROUND AND KEY ISSUES

2.1 For each of the Policy and Performance Committees the work programme is made up of a combination of standing items, officer reports, items referred and scrutiny reviews. These are set out in a schedule at the start of the municipal year and reviewed at regular meetings of the committee.

2.2 The work programme should align with the corporate priorities of the Council. It should be informed by service priorities and performance, risk management information, public or service user feedback and referrals from the Executive.

2.3 The Council's constitution states that the Coordinating Committee is responsible for: *'determining the overall work programme of the Policy and Performance Committees, including ensuring there is an overall planned approach to in depth reviews'*.

2.4 As the three Policy and Performance Committees have not yet met, it is too early for the Coordinating Committee to review their work programmes. A number of task and finish reviews are currently in progress from the last municipal year and these are highlighted in the table below:

Committee	Review Title
Families and Wellbeing	Safeguarding Children
Regeneration and Environment	Coastal Strategy
Transformation and Resources	Local Welfare Assistance Scheme

- 2.5 It is anticipated that further discussions to inform the work programmes of the three Policy and Performance Committees will take place between their Chairs and Party Spokespersons and at their first formal meetings in July. Following these discussions, the detailed work programme proposals will be reported to the Coordinating Committee for review at its next scheduled meeting in September.
- 2.6 Further to feedback received on the process for scrutinising the budget options in 2014, it is suggested that the three Policy and Performance Committees retain some capacity from mid-September to the end of October for the same process this year. Also in line with last year's approach, it may be necessary for Coordinating Committee or the Chair's and Vice Chairs to agree the budget options scrutiny process to be adopted to ensure consistency.
- 2.7 The proposed remits of the Policy and Performance Committees are set out in a separate report elsewhere on the agenda for this meeting. This aligns all Council service activity to one of the three Policy and Performance Committees. Therefore, in terms of future work planning, Coordinating Committee should only focus on the following:
- Strategic, cross-cutting activity that does not clearly fall under the remit of one of the other Policy and Performance Committees,
 - Dealing with activities referred from other Committees (including call-in),
 - Monitoring the scrutiny work programme and the progress of the other Policy and Performance Committees, and
 - Improving and developing the scrutiny function.
- 2.8 This is consistent with the Council's constitution which states that Coordinating Committee is responsible for:
- a. Determining the Overview and Scrutiny Rules and operational protocols set out in Part 4 insofar as they have not otherwise been determined by statute or reserved to the Council.
 - b. Determining the overall work programme of the Policy and Performance Committees, including ensuring there is an overall planned approach to in-depth reviews generated by the 3 committees.
 - c. Allocating responsibilities to the Policy and Performance Committees where there is ambiguity or a matter is the concern of more than one committee.
 - d. Considering any matter affecting the area or its inhabitants including matters referred by constituency committees and councillor calls for action, and exercises the right to call in, for reconsideration, decisions made but not yet implemented by the Cabinet.
 - e. Approving an overview and scrutiny forward work programme, including the programme of any sub-committees it appoints so as to ensure that committees' and sub-committees' time is effectively and efficiently utilised.

- 2.9 In terms of the Coordinating Committee, there are currently no items of task and finish work in progress from 2014/15. In the previous municipal year, the work programme of the Committee was taken up by additional meetings required to review a number of Cabinet decisions that were subject to call-in. In this regard, the committee should be mindful to retain capacity in its future work programming.
- 2.10 A draft work programme for Coordinating Committee is included as Appendix 1. This includes potential reviews identified during the last municipal year for Committee's consideration going forward.
- 2.11 In terms of the standing items at Coordinating Committee meetings, it is proposed that Corporate Plan Performance Management and Financial Monitoring reports continue to be provided at regular Coordinating Committee meetings. It is also proposed that a regular Policy update is provided. This is included elsewhere on this agenda.
- 2.12 In the case of Corporate Plan Performance management reports, it is proposed that the committee continues to receive these reports in order that it can maintain an overview of performance. However, in terms of exception reports (provided for red rated indicators), it proposed that the detailed scrutiny of these is referred to the relevant Policy and Performance Committee. Previously, there has been some duplication with exception reports being reviewed both by the Coordinating Committee (through the Corporate Plan Performance Report) and the Directorate Policy and Performance Committees (through the more detailed Directorate Plan Performance Report).

PROGRESS IMPLEMENTING PREVIOUS RECOMMENDATIONS

- 2.12 There are currently no outstanding recommendations, from previous scrutiny reviews that fall under the remit of this committee.

3.0 RELEVANT RISKS

- 3.1 There are none arising from this report.

4.0 OTHER OPTIONS CONSIDERED

- 4.1 N/A

5.0 CONSULTATION

- 5.1 N/A

6.0 OUTSTANDING PREVIOUSLY APPROVED ACTIONS

- 6.1 There are none relating to this report.

7.0 IMPLICATION FOR VOLUNTARY, COMMUNITY AND FAITH GROUPS

- 7.1 There are none arising from this report.

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

7.1 There are none arising from this report.

8.0 LEGAL IMPLICATIONS

8.1 There are none arising from this report.

9.0 EQUALITIES IMPLICATIONS

9.1 There are none arising from this report.

10.0 CARBON REDUCTION AND ENVIRONMENTAL IMPLICATIONS

10.1 There are none arising from this report.

11.0 PLANNING AND COMMUNITY SAFETY IMPLICATIONS

11.1 There are none arising from this report.

12.0 RECOMMENDATIONS

12.1 Committee notes the current position with regard to the work programmes of the other three Policy and Performance Committees and agree to review their emerging work programmes at its next meeting in September.

12.2 The Chairs of the Policy and Performance Committees note the requirement to allocate time towards the scrutiny of budget options in September/October.

12.3 Members consider Coordinating Committee's role, the draft work programme at Appendix 1 and other information provided on this agenda to determine what items of work they wish to prioritise.

12.3 Members consider the proposals around the scrutiny of performance exception reports set out in 2.11.

13.0 REASON FOR RECOMMENDATION

13.1 For the committee to discharge its scrutiny function in relation to this area of Council business.

REPORT AUTHOR: Mike Callon

Team Leader – Performance and Scrutiny

telephone: 0151 691 8379

email: michaelcallon@wirral.gov.uk

APPENDICES

Appendix 1 – Coordinating Committee Work Programme

BACKGROUND PAPERS/REFERENCE MATERIAL

N/A

SUBJECT HISTORY (last 3 years)

Council Meeting	Date
Coordinating Committee	02 July 2014
Coordinating Committee	03 September 2014
Coordinating Committee	27 February 2015