

 Overview and Scrutiny Committee – 10 December 2013		Agenda Item No. 10
Title	Review of the Work Programme	
For further information about this report please contact	Lesley Dury, Committee Services Officer, 01926 456114 or committee@warwickdc.gov.uk	
Service Area	Civic and Committee Services	
Wards of the District directly affected	N/A	
Is the report private and confidential and not for publication by virtue of a paragraph of schedule 12A of the Local Government Act 1972, following the Local Government (Access to Information) (Variation) Order 2006	No	
Date and meeting when issue was last considered and relevant minute number	12 November 2013	
Background Papers		

Contrary to the policy framework:	No
Contrary to the budgetary framework:	No
Key Decision?	No
Included within the Forward Plan? (If yes include reference number)	No

Officer/Councillor Approval		
With regard to officer approval all reports <i>must</i> be approved by the report authors relevant director, Finance, Legal Services and the relevant Portfolio Holder(s).		
Officer Approval	Date	Name
Relevant Director		
Chief Executive		
CMT		
Section 151 Officer		
Legal		
Finance		
Portfolio Holders		
Consultation Undertaken		
n/a		
Final Decision?	Yes	
Suggested next steps (if not final decision please set out below)		

1. **SUMMARY**

- 1.1 This report informs the Committee of their work programme for December 2013 and into the New Year 2014, appendix 1.

2. **RECOMMENDATIONS**

- 2.1 The report be noted; and
- 2.2 Any amendments suggested at the meeting, be made accordingly.

3. **REASONS FOR THE RECOMMENDATION**

- 3.1 The work programme needed to be updated at each meeting to reflect the work load of the Committee.

4. **ALTERNATIVE OPTIONS CONSIDERED**

- 4.1 There are no alternative options.

5. **BUDGETARY FRAMEWORK**

- 5.1 All work for the Committee has to be carried out within existing resources.

6. **POLICY FRAMEWORK**

- 6.1 The work carried out by the Committee helps the Council to improve in line with its priority to manage services openly efficiently and effectively.

7. **BACKGROUND**

- 7.1 At each meeting, the Committee will consider their work programme and make amendments where necessary, and also make comments on specific Executive items, where notice has been given by 9am on the day of the Overview and Scrutiny Committee meeting. The Committee will also receive a report detailing the response from the Executive, on the comments the Committee made on the Executive agenda in the previous cycle.
- 7.2 The Forward Plan is considered at each meeting and allows the Committee to look at future items and become involved in those Executive decisions to be taken, if members so wish.
- 7.3 Health Scrutiny Working Party Update

The Working Party, is made up of Councillors Mrs Falp (Chairman), Coker, Mrs Knight, Weber and Wreford-Bush. Councillor Coker also sits on the Warwickshire County Council Health and Wellbeing Board and Councillor Kinson, who also attends the Working Party meetings, but not as a Member, sits on the Adult Social Care and Health Overview and Scrutiny Committee. Another regular attendee at Working Party meetings is Councillor Caborn. The Working Party is supported by a Committee Services Officer, the Head of Environment and Community Protection and the Health and Wellbeing Lead. The Working Party has met twice since it last reported to our Overview and Scrutiny Committee.

On 29 October, the Group heard two guest speakers; Ms Anna Burns – Director of Strategy and Engagement, NHS South Warwickshire Clinical Commissioning Group (CCG) and Dr John Linnane – Director of Public Health.

Ms Burns informed Members of the history of how the South Warwickshire CCG had formed, what it did and how it operated. The South Warwickshire CCG covered both Stratford upon Avon's District Council's area as well as Warwick District Council's area. Ms Burns talked about the structure of the workforce at the SWCCG and how they operated. Some detail was given on how the budget was spent to commission services such as acute hospital services, mental health services and continuing health care for long term conditions. There was cross-over between the services commissioned by the CCG and those by NHS England. For example, when acute hospital services moved into specialised care, then this was commissioned by NHS England. Screening and immunisations was handled by NHS England on behalf of SWCCG.

She then went on to explain how the SWCCG's integrated plan for 2013-2015 had been built up. The plan set the vision for health services in South Warwickshire and outlined what would be done in the next three years to achieve it. A major concern would be addressing the needs of the frail and elderly whose numbers were increasing. New ways to deliver services had to be found and ways to prevent long-term conditions had to be examined.

Some success had already been achieved, and examples cited were: a number of business cases to improve the care of the elderly had been approved; specialist nurses had been appointed to advise nursing care staff; and a GP practice had been aligned to each care home.

There were some significant challenges to be faced, such as trying to educate the public not to go to A & E inappropriately and much work was being done to find out why some public preferred to attend A & E rather than their GP or out of hours service.

Dr Linnane explained that Public Health was part of the remit of the County Council but he was keen for it to be seen as a resource for the district councils. Examples of areas managed by Public Health were:

- health protection such as control of infectious diseases;
- health improvement such as lifestyle improvements, smoking, alcohol, obesity and mental wellbeing;
- health care which involved working with the CCGs to provide evidence for their actions; and
- the wider determinants of health such as housing, and transport – basically those elements controlled by councils. For this to succeed, links were being built with planning and housing departments.

Dr Linnane explained that the Director of Public Health had some statutory duties such as the annual report. The 2013 annual report (a booklet with a pale blue cover) had just been issued and he wanted the opportunity to speak to Warwick District councillors about this. Councillors at this Council have now received this report and have been asked to keep it because arrangements are in hand for Dr Linnane to come and speak to all councillors in 2014.

Dr Linnane sits on the Health and Wellbeing Board which is a partnership committee of the County Council. Some members of this are prescribed such as the CCGs have to be represented. Currently the Board is chaired by the Chairman of Warwickshire County Council.

The Working Party met again on 20 November 2013. Rob Chapleo, the Health and Wellbeing Lead, gave a presentation to the Group on a draft of the Council's Health Strategy and how Scrutiny will fit in which will be agreed in the New Year around February.

The Working Party then discussed the form health scrutiny should take at Warwick District. Various options were available and each had advantages and disadvantages, mainly to do with either staffing or the number of councillors required to serve or the mix of councillors. The Working Party has built up an understanding of the arrangements for health over the last few months and it was felt that this, coupled with the flexibility a Working Group provides was possibly the best vehicle to continue with over the next 12 months on a trial basis to build up a real level of understanding, ending around March 2015 in time for a review before the Council elections in May. The disadvantage of a Working Group is that it has no decision making power and recommendations it makes might not be given adequate consideration, so it lacks "teeth". The Head of Environment and Community Protection felt that this lack of "teeth" was an issue that needed to be addressed because there are health considerations that must be addressed in the coming 12 months.

Actions in the next few weeks are:

1. Councillor Mrs Falp and Richard Hall will arrange to discuss with CMT issues in respect of staffing for the next 12 months and methods to ensure that recommendations by the Working Group are considered – giving the Working Group the "teeth"; and
2. following that, Councillor Mrs Falp will advise and discuss findings and recommendations with the Chair of Overview and Scrutiny;

The Working Group intends to bring forward its recommendations to Overview and Scrutiny Committee for decision in February once it has put together a report.

It meets again on 13 January and will discuss the following:

1. draft Terms of Reference for a Working Group to scrutinise health issues for the next 12 months on a trial basis;
2. a work programme; and
3. a training programme for all Overview and Scrutiny Members who will be required to make decisions on all recommendations made by the Working Group on Health Scrutiny matters.

OVERVIEW AND SCRUTINY COMMITTEE
Work Programme 2013

10 December 2013

Title	Where did item originate from	Format	Lead Officer	Membership of Task & Finish	Next report date if applicable	Completion date
Portfolio Holder Update (Councillors Coker & Cross)		Report	Councillors Coker & Cross			
Task & Finish Group SEVs – Progress report	Full Council October 2012	Verbal Report by Councillor Brookes or Councillor Mrs Knight	Councillor Rhead	Councillors Brookes, Davies, Mrs Knight, Pittarello, Rhead, weed & Wreford-Bush	January 2014	
Task & Finish Group – Staff Volunteering		Verbal Report by Councillor Illingworth or Councillor Mrs Bromley	Councillor Illingworth	Councillors Mrs Bromley, Gifford, Guest & Illingworth		
Health Scrutiny Working Party update	O & S 6 August 2013	Verbal update	Councillor Mrs Falp		January 2014	
Update on the position in respect of Fit for the Future	O & S 6 August 2013	Report	Andrew Jones			
Asset Management Review	O & S 30 May 2013	Report	Bill Hunt			
Discretionary Housing Benefits – Update report	O & S 8 October 2013	Report	Andrea Wyatt			

7 January 2014

Title	Where did item originate from	Format	Lead Officer	Membership of Task & Finish	Next report date if applicable	Completion date
Strategic Leadership Portfolio Update from Councillor Caborn		Report	Councillor Caborn			January 2014
Task & Finish Group SEVs – Progress report	Full Council October 2012	Verbal Report by Councillor Brookes or Councillor Mrs Knight	Councillor Rhead	Councillors Brookes, Davies, Mrs Knight, Pittarello, Rhead, weed & Wreford-Bush	January 2014	
Task & Finish Group – Staff Volunteering		Verbal Report by Councillor Illingworth or Councillor Mrs Bromley	Councillor Illingworth	Councillors Mrs Bromley, Gifford, Guest & Illingworth		
Health Scrutiny Working Party update	O & S 6 August 2013	Verbal update	Councillor Mrs Falp		February 2014	
Review of the Volunteering Policy	November 2012 and October 2013	Report	Councillor Gifford and Graham Leach			
HARP (if this is on the Executive agenda)	O & S 6 August 2013	Report	Amy Carnall			
Children’s Champion – progress report and meetings	November 2013	Verbal update	Jameel Malik			

11 February 2014

Title	Where did item originate from	Format	Lead Officer	Membership of Task & Finish	Next report date if applicable	Completion date
Portfolio Holder Update (Councillors Cross & Vincett)		Report	Councillors Cross and Vincett			January 2014
Task & Finish Group SEVs – Progress report	Full Council October 2012	Verbal Report by Councillor Brookes or Councillor Mrs Knight	Councillor Rhead	Councillors Brookes, Davies, Mrs Knight, Pittarello, Rhead, weed & Wreford-Bush	January 2014	
Task & Finish Group – Staff Volunteering		Verbal Report by Councillor Illingworth or Councillor Mrs Bromley	Councillor Illingworth	Councillors Mrs Bromley, Gifford, Guest & Illingworth		
Health Scrutiny Working Party - recommendations	O & S 6 August 2013	Written Report	Councillor Mrs Falp		March 2014	
Review of the Local Plan	O & S 30 May 2013					

11 March 2014

Title	Where did item originate from	Format	Lead Officer	Membership of Task & Finish	Next report date if applicable	Completion date
Portfolio Holder Update Neighbourhood Services – a report on the previous 12 months, highlighting successes & failures and anticipating the major events and improvements over the forthcoming 12 months	O & S October 2013	Report			Every March & September	

15 April 2014

Title	Where did item originate from	Format	Lead Officer	Membership of Task & Finish	Next report date if applicable	Completion date
Portfolio Holder Update Finance – a report on the previous 12 months, highlighting successes & failures and anticipating the major events and improvements over the forthcoming 12 months	O & S October 2013	Report			Every April & October	
Portfolio Holder Update Cultural Services – a report on the previous 12 months, highlighting successes & failures and anticipating the major events and improvements over the forthcoming 12 months	O & S October 2013	Report			Every April & October	

7 May 2014

Title	Where did item originate from	Format	Lead Officer	Membership of Task & Finish	Next report date if applicable	Completion date

June 2014

Portfolio Holder Update Environment & Community Protection – a report on the previous 12 months, highlighting successes & failures and anticipating the major events and improvements over the forthcoming 12 months	O & S October 2013	Report			Every June & November	
Portfolio Holder Update Community and Corporate Services – a report on the previous 12 months, highlighting successes & failures and anticipating the major events and improvements over the forthcoming 12 months	O & S October 2013	Report			Every June & November	

July 2014

Portfolio Holder Update Housing & Property Services – a report on the previous 12 months, highlighting successes & failures and anticipating the major events and improvements over the forthcoming 12 months	O & S October 2013	Report			Every July & December	
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Strategic Leadership Portfolio Update - a report on the previous 12 months, highlighting successes & failures and anticipating the major events and improvements over the forthcoming 12 months	O & S October 2013	Report				Every July & December	
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August 2014

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September 2014

Portfolio Holder Update Neighbourhood Services – a report to indicate progress, or problems arising, with the matters highlighted in the spring report and with work areas where changes may have been recently introduced.	O & S October 2013	Report				Every September & March	
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October 2014

<p>Portfolio Holder Update Finance – a report to indicate progress, or problems arising, with the matters highlighted in the spring report and with work areas where changes may have been recently introduced.</p>	<p>O & S October 2013</p>	<p>Report</p>			<p>Every October & April</p>	
<p>Portfolio Holder Update Cultural Services – a report to indicate progress, or problems arising, with the matters highlighted in the spring report and with work areas where changes may have been recently introduced.</p>	<p>O & S October 2013</p>	<p>Report</p>			<p>Every October & April</p>	

November 2014

<p>Outside appointments Report – Annual statement of the work undertaken by the Body</p> <p>(Request to be sent by Committee Services Officer by 1 October, reminder by 15 October, deadline of 10.00 am on 23 October)</p>	<p>O & S September 2013</p>	<p>Written report</p>	<p>Lesley Dury</p>		<p>Every November</p>	<p>No end date as this is an annual report</p>
<p>Portfolio Holder Update Environment & Community Protection – a report to indicate progress, or problems arising, with the matters highlighted in the spring report and with work areas where changes may have been recently introduced.</p>	<p>O & S October 2013</p>	<p>Report</p>			<p>Every November & June</p>	
<p>Portfolio Holder Update Community and Corporate Services – a report to indicate progress, or problems arising, with the matters highlighted in the spring report and with work areas where changes may have been recently introduced.</p>	<p>O & S October 2013</p>	<p>Report</p>			<p>Every November & June</p>	

December 2014

Portfolio Holder Update Housing & Property Services – a report to indicate progress, or problems arising, with the matters highlighted in the spring report and with work areas where changes may have been recently introduced.	O & S October 2013	Report			Every December & July	
Strategic Leadership Portfolio Update - a report to indicate progress, or problems arising, with the matters highlighted in the spring report and with work areas where changes may have been recently introduced.	O & S October 2013	Report			Every December & July	

Future Items:

TBA:

- Portfolio Holder for Cultural Services to discuss the future of the cinema at the Spa Centre
- Social Value in Procurement – November 2013