

Overview and Scrutiny Management Board – 16 Sept 2016

Title: Scrutiny work programme and prioritisation

Is this a Key Decision and has it been included on the Forward Plan?

No

Strategic Director Approving Submission of the Report

Shokat Lal, Assistant Chief Executive

Report Author(s)

Caroline Webb, Senior Adviser (Scrutiny and Member Development)
(01709) 822765 caroline.webb@rotherham.gov.uk

Ward(s) Affected

All

Summary

This paper provides Members with an outline work programme. This follows an informal work planning session held on July 8, 2016 with Overview and Scrutiny Management Board (OSMB) members and subsequent sessions held with individual commissions.

Members are also asked to consider the Forward Plan of Key Decisions to determine if there are items they wish to schedule for discussion at a future OSMB Pre-Decision Scrutiny meetings or refer to the appropriate select commission for their consideration.

Recommendations

That consideration be given to:

1. The prioritised items within OSMB's work programme 2016/17;
2. The prioritised items in the respective work programmes of each select commissions;
3. The Forward Plan of Key Decisions to determine if there are items they wish to schedule for discussion at a future OSMB Pre-Decision Scrutiny meetings or refer to the appropriate select commission for their consideration;
4. The request from Cabinet for Improving Lives Select Commission to undertake a review to explore the effectiveness of alternative delivery models of children's social care and how this impacts on accountability, improvement and the delivery of the authority's statutory social care duties.

List of Appendices Included

Appendix 1: Terms of reference for OSMB and Select Commissions (Overview and Scrutiny Procedure Rules: Schedule 1 and 2, February 2016)

Appendix 2: Forward Plan of Key Decisions (September – November 2016)

Background Papers

Nil

Consideration by any other Council Committee, Scrutiny or Advisory Panel

N/A

Council Approval Required

No

Exempt from the Press and Public

No

Report title: Scrutiny work programme and prioritisation

1 Recommendations

That consideration be given to:

- 1.1 The prioritised items within OSMB's work programme 2016/17;
- 1.2 The prioritised items in the respective work programmes of each select commissions;
- 1.3 The Forward Plan of Key Decisions to determine if there are items they wish to schedule for discussion at a future OSMB Pre-Decision Scrutiny meetings or refer to the appropriate select commission for their consideration
- 1.4 The request from Cabinet for Improving Lives Select Commission to undertake a review to explore the effectiveness of alternative delivery models of social care and how this impacts on accountability, improvement and the delivery of the authority's statutory social care duties.

2 Background

2.1 OSMB held an informal work planning session on July 8, 2016 facilitated by the Centre for Public Scrutiny to consider what items to include in the work programme for scrutiny for the 2016/17 municipal year. The aims of the session were as follows:

- A clear way forward for prioritising the work of scrutiny to ensure an achievable programme that adds value.
- Agreement on basic principles and working practices.
- A preliminary 'long-list' of key areas for inclusion in scrutiny work programme for OSMB and all select Commissions, with a plan for shortlisting and wider consultation.
- An action plan for the next steps.

2.2 OSMB adopted the use of the '**PAPERS**' prioritisation tool. The acronym PAPERS gives a framework for prioritising the scrutiny work programme.

Public Interest: the concerns of local people should influence the issues chosen for scrutiny;

Ability to change: priority should be given to issues that the Committee can realistically influence;

Performance: priority should be given to the areas in which the Council and other agencies are not performing well;

Extent: priority should be given to issues that are relevant to all or large parts of the district;

Replication: work programmes must take account of what else is happening in the areas being considered to avoid duplication or wasted effort;

Statutory responsibility: where an issue is part of a statutory duty to scrutinise or hold to account (or the area under scrutiny is a statutory, high profile responsibility)

2.3 A number of action points were agreed at this meeting:

2.3.1 Each select commission and OSMB will agree its prioritised work programme at their next available meeting. The Audit Committee will be mindful of the scrutiny priorities in developing its work plan.

2.3.2 Once issues for review have been identified, members, in conjunction with officers, will scope the terms of reference and determine the most appropriate style of review

to undertake to ensure an effective outcome within the available capacity.

- 2.3.3 All plans will be formally signed off by OSMB, providing an opportunity to co-ordinate activities and timetabling to maximise synergies and value added.
- 2.3.4 Members agreed that the work programme will need to remain flexible throughout the year to allow for any policy changes or emerging issues which warrant investigation. As a consequence, all work programmes should allow 'headroom' in their planning to ensure there is capacity for this flexibility.
- 2.3.5 The work programme should be kept under review throughout the year to ensure it stays on track and any adjustments needed can be made. Review of the work programme will be a standing item at each meeting.
- 2.3.6 Each Select Commission Chair and Vice-Chair will meet with the relevant portfolio holder(s) on a monthly basis to discuss policy and performance issues, planned and on-going scrutiny reviews and any emerging issues within their portfolio.

3 Key Issues

- 3.1 OSMB and each of the three commissions used the PAPERS prioritisation tool to inform their work programmes. These prioritised areas are outlined in para 3.2 – 3.5. In developing its work programme, OSMB and Select Commissions should be mindful of the timeliness of the matters under consideration and ensure that it leaves sufficient flexibility within its work programme to undertake any pre-decision scrutiny arising from matters in the Forward Plan of Key Decisions or any items referred to it directly from Cabinet.

3.2 OSMB

Members prioritised the following issues for OSMB review for the remainder of this year (in addition to monthly pre-decision scrutiny meetings). Members are asked to consider the 'long-list' to discuss scheduling:

Agenda Item
<ul style="list-style-type: none">• Budget and Medium Term Financial Strategy (MTFS)<ul style="list-style-type: none">– Scrutiny of developing 2017/18 Council Budget and 2017/18 – 2019/20 MTFS– In-year monitoring of 2016/17 Budget with specific focus on achievement of income generation targets.– In-depth bi-monthly monitoring and review of Children's and Adults Social Care transformation/savings programmes.
<ul style="list-style-type: none">• Corporate performance monitoring – any areas warranting further scrutiny will be passed to relevant Select Committee.
<ul style="list-style-type: none">• Crime and Disorder
<ul style="list-style-type: none">• Children's Commissioner Takeover Challenge
<ul style="list-style-type: none">• Sheffield City Region development

3.3 Health Select Commission

- 3.3.1 The following items are to be scheduled in the meetings until April 2017.

Agenda Item
<ul style="list-style-type: none"> • Sustainability and Transformation – Rotherham Place Plan and powerpoint • Commissioners Working Together Programme (CWTP) <ul style="list-style-type: none"> – hyper acute stroke services / non-specialised children’s surgery and anaesthesia
<ul style="list-style-type: none"> • Scrutiny review update - Child and Adolescent Mental Health Services (CAMHS) • Response to Rotherham Youth Cabinet Children’s Commissioner’s Takeover Challenge review “<i>Improving Access to CAMHS</i>”
<ul style="list-style-type: none"> • ASC performance 2015-16 (benchmarking and half year to date) • Learning Disability and Autism update
<ul style="list-style-type: none"> • Overview of Adult Social Care Development Programme/Better Care Fund action plan • Update from Rotherham Hospital on acute/community transformation and integration • Social prescribing evaluation – mental health
<ul style="list-style-type: none"> • Interim GP strategy progress update • Reablement and intermediate care
<ul style="list-style-type: none"> • Quality accounts • Carers Strategy Progress – action plan implementation and outcome of support service mapping

3.4 Improving Lives Select Commission

3.4.1 The following items are to be scheduled in the meetings until March 2017:

Agenda Item
<ul style="list-style-type: none"> • Domestic Abuse: New Ofsted framework and ‘health-check’ of current services • Local Children’s Safeguarding Board Annual Report • Scrutiny of the Annual Report
<ul style="list-style-type: none"> • CSE (post-abuse support) Focus on recovery. How do we know if services are making a positive difference to CSE survivors? • Adult Safeguarding Annual Report
<ul style="list-style-type: none"> • Early Help Impact of early help offer – 12 months on
<ul style="list-style-type: none"> • SEND (Special Educational Needs and Disability) Following the Children and Families Act 2014, how has provision changed for children with special educational needs and disabilities?

3.4.2 In addition to the areas outlined above, Cabinet has made a request that Improving Lives Select Commission undertake a review to explore the effectiveness of alternative delivery models of social care and how this impacts on accountability, improvement and the delivery of the authority’s statutory social care duties. A more detailed, specific programme for this inquiry will be prepared, with the aim to produce a final report by March 2017.

3.5 Improving Places Select Commission

Their prioritisation meeting agreed three areas for task and finish groups. These are to be scheduled between September and April.

Emergency Planning (work has commenced on this review)
Public Transport across the Borough – including rural areas
Regeneration of Town Centres

3.5.1 Each of Improving Places scheduled meeting will have a regular reports to the Commissions. These will include updates on Housing Strategy; HRA and Dignity Bereavement service as well as reports on progress of previous scrutiny reviews.

4 Options considered and recommended proposal

4.1 Members of OSMB and each Select Commission have commenced the process of planning a work programme and this paper is submitted to assist the process of finalisation.

5 Consultation

5.1 In developing its work programme, OSMB and Select Commissions should have regard to input from the Cabinet, Senior Leadership Team, partners and the public who may identify issues which may be relevant to its remit.

6 Timetable and Accountability for Implementing this Decision

6.1 OSMB and each Select Commission are responsible for the preparation and delivery of their respective work programmes, with support provided by the Scrutiny Team and designated Link Officer from the council's Strategic Leadership Team.

7 Financial and Procurement Implications

7.1 There are no financial or procurement implications arising from this report.

8 Legal Implications

8.1 There are no legal implications arising from this report.

9 Human Resources Implications

9.1 Members should have regards to the human resources required to undertake the activities within a work programme. In doing so, Members should be mindful of their own commitments as well as the available officer resource to support any activity across the authority.

10 Implications for Children and Young People and Vulnerable Adults

10.1 Good scrutiny is an essential part of providing critical checks and balances to the performance and quality of all aspects of safeguarding. It provides a mechanism to hold the executives and partners to account.

11 Equalities and Human Rights Implications

11.1 In developing a work programme, the Commission should be mindful of the equalities implications of the issues prioritised for scrutiny.

12 Implications for Partners and Other Directorates

12.1 Overview and scrutiny activity will have implications for partners and other directorates. The Commission has been allocated a link officer to work with Members to identify possible implications in the planning of its work programme.

13 Risks and Mitigation

13.1 There are no risks directly arising from this report.

14 Accountable Officer(s)

James McLaughlin, Democratic Services Manager and Statutory Scrutiny Officer

Approvals Obtained from:-

Strategic Director of Finance and Corporate Services:- N/A

Assistant Director of Legal Services:- N/A

Head of Procurement (if appropriate):- N/A

Caroline Webb Senior Adviser (Scrutiny and Member Development)
01709 822765 caroline.webb@rotherham.gov.uk.

This report is published on the Council's website or can be found at:-

<http://modern.gov.rotherham.gov.uk/ieDocHome.aspx?Categories=>