



Meeting: Overview and Scrutiny Board **Date:** 9 April 2014

Wards Affected: All wards

Report Title: Overview and Scrutiny Board Work Programme

Supporting Officer Contact Details: Kate Spencer, Overview and Scrutiny Lead
01803 207014
kate.spencer@torbay.gov.uk

1. Purpose and Introduction

1.1 Each year, the Overview and Scrutiny Committee is required to agree a Work Programme. The Programme needs to be robust and realistic but also flexible enough to enable emerging issues of concern to be addressed. This will help to ensure that overview and scrutiny is driving service improvement and playing a key role in the policy development process. A successful scrutiny function would have a positive impact on our customers as the community would be involved in the work being undertaken and the outcomes of that work would be focused on the community's needs.

2. Proposed Decision

- 2.1 That the outline Work Programme for the Overview and Scrutiny Board (including the Health Scrutiny Board), as set out in Appendix 1 to this report, be agreed.
- 2.2 That the Priorities and Resources Review Panel be appointed (comprising the members of the Overview and Scrutiny Board) and meet throughout the year to (a) review and monitor the revenue and capital budgets for the current year; and (b) to review and challenge the emerging proposals for delivering the Council's priorities for the 2015/2016 financial year (in accordance with the draft Project Plan – Timetable set out in Appendix 2 to this report).
- 2.3 That a Working Group comprising the Health Scrutiny Lead plus one member from each of the other Political Groups on the Council be appointed to consider the Quality Accounts from each of the local NHS Trusts and the Quality Account in relation to Adult Social Care and that the Overview and Scrutiny Lead Officer be authorised to submit (following consultation with the Working Group) any commentary for inclusion in those documents.

2.2 Reason for Decision

To ensure that the Overview and Scrutiny Board sets a robust Work Programme for the coming year.

Supporting Information

4. Position

- 4.1 The Constitution requires that each year the Overview and Scrutiny Board will coordinate the production of a Work Programme for the function as a whole.
- 4.2 As the Board is aware, the major challenge facing Torbay Council in the coming year is identifying the savings required to meet the continuing reducing amount of public sector finance. As part of the processes around fair decision making, robust proposals must be developed which include appropriate consultation and assessment of the impacts.
- 4.3 It is proposed that the Overview and Scrutiny Board focus on issues which have a major community impact and that the Board undertake work as policies and proposals are being developed. This would supplement the work already being carried out across the Council rather than being a parallel or duplicate stream of work. Board members have previously identified issues which it would like to consider including:
- Subsidised Transport
 - Library Services
 - Community Development Trust
 - Service Redesign and Delivery in Adult Social Care (which will incorporate the progress towards an Integrated Care Organisation, the Pioneer/Joined Up Programme and the implementation of the Care Bill)
- 4.4 The Board will also be aware that a petition relating to Supporting People services was referred to it from the Council. It is proposed that this petition is considered together with a review of how the transition funding is being used and how organisations across Torbay are working to develop sustainable services moving forward.
- 4.5 The other elements listed in the draft Work Programme have been identified by members in recent weeks.
- 4.6 The Board is scheduled to meet in the week prior to each meeting of the Council which will enable it to review any issues due to be considered by Council if members so wish.
- 4.7 From discussions with members of the Health Scrutiny Board, it is suggested that the main focus of this Board should be around mental health (bearing in mind that there should be minimal duplication between the work of the Health and Wellbeing Board and HealthWatch). The Work Programme for the Health Scrutiny Board will be agreed at the first meeting of the Health Scrutiny Board.
- 4.8 A different approach is being proposed for preparing the commentary for the Quality Accounts of each NHS Trust and the Local Account for Adult Social Care with a

working group of three members (one from each Political Group) (including the Health Scrutiny Lead) providing the input to the commentary.

5. Possibilities and Options

- 5.1 The Overview and Scrutiny Board are free to determine its own Work Programme. However, regard should be given to the resources available within service departments of the Council to provide information to the Board which is not in line with broad themes work already being undertaken.

6. Fair Decision Making

- 6.1 The proposals in this report do not have a major community impact. However, if the proposals are accepted the reviews of the Overview and Scrutiny Board would form part of the fair decision process for the emerging proposals.

7. Public Services (Social Value) Act 2012

- 7.1 The proposals in this report not require any procurement and so the Public Services (Social Value) Act 2012 does not need to be applied.

8. Consultation

- 8.1 No public consultation has been carried out in formulating this report.

9. Risks

- 9.1 The exact nature and timing of the reviews identified will need to be agreed by members through the scoping process. In order to deliver successful reviews, members will need to ensure that they are clear about what they wish to review (and indeed what they will be excluding from the review). The timings of each review will also be critical to ensure that as little 'bunching' as possible occurs. The timeline for each individual review should be adhered to – this will help ensure that all the reviews can be delivered within the resources available.
- 9.2 A critical success factor will be members' commitment to these reviews –members need to be sure that these issues are matters which can make a difference to the community of Torbay and that they are willing to commit time and energy into identifying consultees and key questions, meeting and discussing issues with other members, officers and consultees, reading and challenging the information presented to them and, finally, drawing conclusions, considering options appraisals and risk assessments, and formulating evidence based recommendations.
- 9.3 Members also need to receive support from officers within service departments and within relevant partners. Whilst the Scrutiny Support Team can provide day-to- day support (including research, consultation and analysis), detailed information will need

to be provided through Executive Heads especially at the scoping, options appraisal, and risk assessment stages.

- 9.4 If members are not committed to the topics within the proposed Work Programme and to making overview and scrutiny a worthwhile mechanism to improve the lives of the community of Torbay (and if they do not receive adequate support from service departments), then there is a risk that no or few positive outcomes can be shown to have been achieved by Overview and Scrutiny.
- 9.5 Co-ordination with the various work programmes of the Council's Policy Development Groups is necessary to ensure there is not duplication of Overview and Scrutiny's role and workstreams and vice versa.

Appendices

Appendix 1 Draft Overview and Scrutiny Work Programme

Appendix 2 Draft Project Plan – Timetable for the Priorities and Resources Review

Additional Information

None