

Report To: Performance Scrutiny Committee

Date of Meeting: 23 February 2012

Report Author: Scrutiny Coordinator

Title: Scrutiny Work Programme

1. What is the report about?

1.1 The report presents the Performance Scrutiny Committee with its draft forward work programme for members' consideration.

2. What is the reason for making this report?

To seek the Committee to review and agree on its programme of future work, and to update members on relevant issues.

3. What are the recommendations?

That the Committee considers the information provided and approves, revises or amends its forward work programme as it deems appropriate.

4. Report details.

4.1 The Constitution of Denbighshire County Council requires scrutiny committees to prepare and keep under review a programme for their future work. By reviewing and prioritising issues, members are able to ensure that the work programme delivers a member-led agenda.

4.2 The Committee is therefore requested to consider its draft work programme for future meetings, as detailed in appendix 1, and approve, revise or amend it as it deems appropriate taking into consideration:

- issues raised by members of the Committee
- matters referred to it by the Scrutiny Chairs and Vice-Chairs Group
- relevance to the Committee's/Council's/community priorities
- the Council's Corporate Plan and the Director of Social Services' Annual Report
- meeting workload
- timeliness
- outcomes
- key issues and information to be included in reports

- the scheduling of education related topics which require the attendance of the statutory education co-opted members
 - officers and/or lead Cabinet members who should be invited (having regard to whether their attendance is necessary or would add value)
 - questions to be put to officers/lead Cabinet members
- 4.3 When considering future items for inclusion on the forward work programme members may also find it helpful to bear the following questions in mind when determining a subject's suitability for inclusion on the work programme:
- what is the issue?
 - who are the stakeholders?
 - what is being looked at elsewhere
 - what does scrutiny need to know? and
 - who may be able to assist?
- 4.4 As mentioned in paragraph 4.1 above the Constitution of Denbighshire County Council requires scrutiny committees to prepare and keep under review a programme for their future work. To assist the process of prioritising reports, if officers are of the view that a subject merits time for discussion on the Committee's business agenda they have to formally request the Committee to consider receiving a report on that topic. This is done via the submission of a 'proposal form' which clarifies the purpose, importance and potential outcomes of suggested issues. No such proposal forms have been received for consideration at the current meeting.
- 4.5 The Committee's next meeting on 5 April is its last scheduled meeting of the current municipal year, and of the present Council's term of office. At present the Committee has only two items of business listed for consideration at that meeting. The Committee is asked to consider whether there are any subject areas or topics which it feels would merit scrutiny prior to the conclusion of the municipal year and the current Council's term of office.
- 4.6 Cabinet Forward Work Programme
A copy of the Cabinet's forward work programme is attached at Appendix 2. The Committee may find this document useful when considering items for inclusion on its programme of future work.
- 4.7 Progress on Committee Resolutions
A table summarising recent Committee resolutions and advising members on progress with their implementation is attached at Appendix 3 to this report.
- 5. How does the decision contribute to the Corporate Priorities?**

Effective scrutiny will assist the Council to deliver its corporate priorities in line with community needs and residents' wishes. Continual

development and review of a coordinated work programme will assist the Council in monitoring and reviewing policy issues.

6. What will it cost and how will it affect other services?

Services may need to allocate officer time to assist the Committee with the activities identified in the forward work programme, and with any actions that may result following consideration of those items.

7. What consultations have been carried out?

None required for this report. However, the report itself and the consideration of the forward work programme represents a consultation process with the Committee with respect to its programme of future work.

8. What risks are there and is there anything we can do to reduce them?

No risks have been identified with respect to the consideration of the Committee's forward work programme. However, by regularly reviewing its forward work programme the Committee can ensure that areas of risk are considered and examined as and when they are identified, and recommendations are made with a view to addressing those risks.

9. Power to make the decision

Article 6.3.7 of the Council's Constitution stipulates that the Council's scrutiny committees must prepare and keep under review a programme for their future work.

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Note: Any items entered in italics have not been approved for inclusion at the meeting shown by the Committee. Such reports are listed here for information, pending formal approval.

Meeting		Item (description / title)	Purpose of report	Expected Outcomes	Author	Date Entered
5 April	1	Monitoring of the Capital Programme	To scrutinise and monitor the Council's Capital Programme	Identification of potential areas of risk with respect to the capital plan and the formulation of measures and recommendations to address any risks identified	Paul McGrady/ Richard Humphreys	October 2011
	2	Financial Report 2011/12 <i>(position statement in time for hand over to new council)</i>	To monitor the Council's performance against its budget strategy for 2011/12 as defined in the MTFP	(i) identification of areas of potential overspend/underspend and budgetary pressures; and (ii) delivery of the Council's budget strategy and MTFP	Paul McGrady	September 2011
<i>17 May (provisionally)</i>	1	Your Voice' complaints performance (including Social Services and Education complaints)	To scrutinise performance on a quarterly basis thorough the Council's complaints process. <i>(to include exceptions reporting and narrative for performance areas registering red/amber)</i>	Identification of areas of poor performance and development of recommendations with a view to improving performance and service delivery	Steven Goodrum / Catherine Spencer	July 2011
	2	Monitoring Performance Against the Corporate Plan (QPR 4) and Project Register	To scrutinise the Council's performance in delivering its Corporate Plan and <i>progress on the Council's major projects</i>	(i) Identification of trends or areas of poor performance leading to recommendations to address declining performance and realise the Council's ambition to become a high performing authority (ii) Identification of risks with	Tony Ward/Keith Amos	September 2011

Meeting	Item (description / title)	Purpose of report	Expected Outcomes	Author	Date Entered	
			respect to major projects not being delivered on time or within budget and the formulation of recommendations to address any problems identified			
	3	Financial Report 2011/12	To monitor the Council's performance against its budget strategy for 2011/12 as defined in the MTFP	(i) identification of areas of potential overspend/underspend and budgetary pressures; and (ii) delivery of the Council's budget strategy and MTFP	Paul McGrady	September 2011
	4	Review of Educational Support Services (building capacity in schools) [Education item]	To consider the findings of the review into Educational Support Services	The development of building capacity within schools to aid the effective use of their delegated budgets	Jackie Walley/Carly Wilson	By SCVCG November 2011
July	1	Monitoring of the Capital Programme	To scrutinise and monitor the Council's Capital Programme	Identification of potential areas of risk with respect to the capital plan and the formulation of measures and recommendations to address any risks identified	Paul McGrady/ Richard Humphreys	October 2011
	2	Transformation of Post 16 Education [Education]	To present the draft proposals for transforming the provision of post 16 education in Denbighshire	The development of a viable and robust policy for the delivery of post 16 education in the county	John Gambles	May 2011 rescheduled by SCVCG November 2011
	3	Post 16 School Transport	To consider the effectiveness of the delivery of post 16	Development of an effective and efficient transport strategy	John Gambles/Carly	By SCVCG November

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		[Education]	education in the County and its associated costs	that will contribute to improved achievements and outcomes for pupils and students	Wilson	2011
	4	Schools in Financial Difficulty [Education]	To scrutinise the progress achieved to date by those schools identified as being in financial difficulty in delivering their recovery plans and reducing their deficits, and the potential impact on their educational performance	Efficient use of the Authority's resources and identification of measures to support financial recovery and aid educational and financial performance	Ivan Butler/Carly Wilson	January 2012
September	1	Annual Report 2011/12	To report the Council's performance against the set PIs for 2010/12	Identification of trends or areas of poor performance leading to recommendations to address declining performance and realise the Council's ambition to be a high performing authority	Tony Ward	September 2011
	2	Financial Report 2012/13	To monitor the Council's performance against its budget strategy for 2011/12 as defined in the MTFP	(i) identification of areas of potential overspend/underspend and budgetary pressures; and (ii) delivery of the Council's budget strategy and MTFP	Paul McGrady	September 2011
Sep/Oct <i>[whole meeting]</i>	1	<i>CSSIW's Annual Review and Evaluation of Performance</i>	<i>To consider the CSSIW's annual report on Adult and Children's Services</i>	Identification of performance-related issues	Sally Ellis/Phil Gilroy/Leighton Rees	<i>November 2011</i>
October	1	Monitoring Performance Against the Annual Plan, Corporate Plan (QPR 1) and Project Register	To scrutinise the Council's performance in delivering its Corporate Plan and <i>progress on the Council's major projects</i>	(i) Identification of trends or areas of poor performance leading to recommendations to address declining performance and realise the	Tony Ward/Keith Amos	September 2011

Meeting		Item (description / title)	Purpose of report	Expected Outcomes	Author	Date Entered
				<p>Council's ambition to become a high performing authority</p> <p>(ii) Identification of risks with respect to major projects not being delivered on time or within budget and the formulation of recommendations to address any problems identified</p>		
	2	Monitoring of the Capital Programme	To scrutinise and monitor the Council's Capital Programme	Identification of potential areas of risk with respect to the capital plan and the formulation of measures and recommendations to address any risks identified	Paul McGrady/ Richard Humphreys	October 2011
	3	Review of Foundation Phase Provision and outcomes of KS1 and KS3 assessments [Education]	To consider the findings of the Review of the Foundation Phase and the provisional exam and teacher assessment results	Identification of any shortfalls in performance and development of measures to improve performance and the delivery of education	Gwenn/Brockley Julian Molloy	By SCVCG November 2011
December	1	Financial Report 2012/13	To monitor the Council's performance against its budget strategy for 2011/12 as defined in the MTFP	<p>(i) identification of areas of potential overspend/underspend and budgetary pressures; and</p> <p>(ii) delivery of the Council's budget strategy and MTFP</p>	Paul McGrady	September 2011
January 2013	1	<i>External Examinations and Teacher Assessments 2010</i>	<i>To review the performance of schools and that of looked after</i>	<i>Scrutiny of performance leading to recommendations for</i>	<i>Julian Molloy</i>	<i>By SCVCG November</i>

Meeting	Item (description / title)	Purpose of report	Expected Outcomes	Author	Date Entered
	- 2011 [Education]	children	improvement		2011

Future Issues

Item (description / title)	Purpose of report	Expected Outcomes	Author	Date Entered
No items listed				

Information/Consultation Reports

Date	Item (description / title)	Purpose of report	Author	Date Entered
July 2012	Your Voice' complaints performance (including Social Services and Education complaints)	The provision of information on Services' performance in complying with the Council's complaints process and the identification of areas of poor performance with a view to the development of recommendations to address weaknesses. <i>(to include exceptions reporting and narrative for performance areas registering red/amber)</i>	Steven Goodrum/Catherine Spencer	October 2011
Information Report Early 2012 <u>10/02/2012</u>	Corporate Parenting Group	To review the work of the Corporate Parenting Group.	Leighton Rees	October 2011

Note for officers – Committee Report Deadlines

Meeting	Deadline	Meeting	Deadline	Meeting	Deadline
5 April	22 March	17 May (prov)	3 May		

Performance Scrutiny Work Programme.doc

CABINET: FORWARD WORK PROGRAMME

21 FEBRUARY 2012	
Finance Report 2011 -2012	Councillor J Thompson Hill P McGrady
Phase II Construction of the Foryd Harbour Walking and Cycling Bridge	Councillor S Frobisher / Councillor D A J Thomas S Davies / Bob Humphreys / Sian Lloyd Price
Rhuddlan Town Plan	Councillor D A J Thomas M Dixon
St Asaph Town Plan	Councillor D A J Thomas / Mark Dixon
Adoption of the Full Business Case for the North Wales Regional School Effectiveness and Improvement Service	Councillor E Williams / H Williams
Regional Commissioning Procurement and Monitoring Hub Project	Councillor P A Dobb / Councillor M M Jones Sally Ellis
Recommendations from Scrutiny Committees	Scrutiny Coordinator
Care Home Fees Methodology	Councillor P A Dobb / Sally Ellis / Phil Gilroy
New Work Connections: Training and Education – Procurement of accredited training courses across the project – up to 1620 people could be involved in the training e.g. a one day confidence building course or an NVQ Level 4 course	Councillor P A Dobb Gwynfor Griffiths / Melanie Evans / Carina Edwards 708307
Contract Award: Community Living support for 12 adults	Cllr P A Dobb / Alison Heaton
Families First Grant Programme (PART II) Decision required	Cllr M M Jones / Alan Smith / Diane Hesketh / Jan Juckes-Hughes
20 MARCH 2012	
Finance Report 2011 -2012	Councillor J Thompson Hill P McGrady
Corwen Town Plan	Councillor D A J Thomas M Dixon
Llangollen Town Plan	Councillor D A J Thomas M Dixon
Monitoring Performance Against the Corporate Plan	Councillor H H Evans T Ward
Regeneration Strategy for Denbighshire	Cllr D A J Thomas / Mark Dixon
Prestatyn Town Plan	Councillor D A J Thomas M Dixon
Regional Collaboration on Economic Regeneration Purpose: Approval for the governance arrangements for priority collaborative activities	Councillor David Thomas / Mark Dixon
Regional Collaborative Committees. Purpose: Formal consideration of participation in shadow and finalised Regional Collaborative Committee (RCC) for the Supporting People Programme. Awareness of financial implications of Supporting People programme changes.	Cllr P A Dobb / Sally Ellis / Jenny Elliot

Supporting People Strategy Update and Operational Plan 2012 – 13	Councillor P A Dobb Gary Major
Tender Exemption – Seashells Supported Housing Contract	Gary Major / Cllrs P A Dobb & J Thompson Hill
Approval for NEWTRA Partnership Agreement	Bethan Jones
Honey Club, Rhyl – Developer Interest	Cllr P.J. Marfleet /Chris Davies
Recommendations from Scrutiny Committees	Scrutiny Coordinator
24 APRIL 2012	
Finance Report 2011 -2012	Councillor J Thompson Hill P McGrady
ABBA Floating Support Project – Contract Award	Gary Major / Cllr P A Dobb
Mental Health Homeless Supported Housing – Contract Award	Gary Major / Cllr P A Dobb
The Proposed Denbighshire Community Endowment Fund. Purpose: To receive Cabinet approval for a new approach to deal with the dormant trust funds.	Councillor H H Evans / Hywyn Williams
Recommendations from Scrutiny Committees	Scrutiny Coordinator

FUTURE ISSUES

JUNE 2012	
Regional CCTV	Councillor Sharon Frobisher / Graham Boase
DECEMBER 2012	
Welsh Housing Quality Standards	Councillor David Thomas / Peter McHugh

Progress with Committee Resolutions

Date of Meeting	Item number and title	Resolution	Progress
1 December 2011	6. Adult Services	<p>RESOLVED – that:-</p> <p>(a) the report be received ; and</p> <p>(b) the Chair liaise with the Head of Adult and Business Services to identify areas which may merit further detailed scrutiny in future</p>	Meeting has taken place in early February. Chair will update Committee members at the meeting on 23 February.
12 January 2012	5. Schools in Financial Difficulties	<p>RESOLVED – that Performance Scrutiny Committee:-</p> <p>(a) receive the report and note the progress of the schools categorised as being in financial difficulty, and</p> <p>(b) agrees that a joint report by the Education Finance Manager and the Head of Internal Audit Services be in presented to the Committee detailing the progress made in respect of the schools categorised as being in financial difficulty.</p>	Report scheduled into the work programme for July 2012
	7. Financial Report	<p>RESOLVED – to:-</p> <p>(a) subject to the above observations to receive and note the contents of the report, and</p>	

		<p><i>(b) agree that a Prudential Borrowing profile graph/chart on Denbighshire's borrowing in comparison to other local authorities in Wales be provided to future Council budget setting meetings.</i></p>	<p>Head of Finance and Assets and Lead Member notified of this request</p>
	<p>8. Highways and Infrastructure</p>	<p>RESOLVED – that the Performance Scrutiny Committee agrees that:-</p> <p><i>(a) the report be received and its contents noted;</i></p> <p><i>(b) the Member Area Groups be provided with the latest reports pertaining to schemes in Appendix B, detailing the progress made in respect of projects located in their respective areas;</i></p> <p><i>(c) an inspection be undertaken of the work carried out by the Jetpatcher in the Graigfechan area;</i></p> <p><i>(d) the Joint Head of Highways and Infrastructure liaise with the Countryside Council for Wales regarding the delays in addressing the poor condition of the A5104 near Bodidris Hall, Llandegla, and</i></p> <p><i>(e) the Joint Head of Highways and Infrastructure convey the Committee's concerns to the Trunk Road Agency regarding the lack of progress with the highway improvements and the continuing</i></p>	<p>Community and Engagement Team notified of this request. Officers from the Highways Department are currently in the process of presenting this information to all Member Area Groups at their current round of meetings.</p> <p>All actions forwarded to the Head of Highways and Infrastructure</p>

		<i>need for temporary traffic lights near Gwyddelwern.</i>	
	9. Energy Efficiency	<p>RESOLVED – that the Performance Scrutiny Committee:-</p> <p>(a) receives the report;</p> <p>(b) requests that officers be instructed to raise the profile of energy efficiency across the Authority and that where agreed protocols exist and reasonable support had been provided to enable services to adhere to those protocols, implement the relevant enforcement procedures to address repeated non-compliance.</p> <p>(c) receives a progress report from the Lead Member and relevant officers at its February 2012 meeting, and</p> <p>(d) invites the recently appointed Sustainable Assets Project Manager to attend the February 2012 meeting</p>	<p>Senior Leadership Team (SLT) advised</p> <p>Update will form part of the Quarterly Performance Against the Corporate Plan report item on the current meeting's agenda</p> <p>Officer invited to attend the current meeting</p>
	10. Care Home Fees	<p>RESOLVED – that the Performance Scrutiny Committee:-</p> <p>(a) receive and note the contents of the report; and</p> <p>(b) requests the Lead Member to monitor the situation, and report the financial details of the additional costs to the Committee when available.</p>	<p>Head of Adult and Business Services and the Lead Member advised of the resolution</p>

	<p>11. Scrutiny Work Programme</p>	<p>RESOLVED – that,</p> <p>(a) <i>subject to the above amendments to approve the Future Work Programme as set out in Appendix 1 to the report; and</i></p> <p>(b) <i>a report be submitted to Cabinet at its January meeting highlighting the Committee’s concerns in relation to the Council’s performance in meeting the Performance Indicator with respect to the percentage change in carbon dioxide emissions in the non-domestic building stock, and the Authority’s overall progress in becoming more energy efficient and meeting statutory requirements to avoid financial penalties.</i></p>	<p>Report presented to Cabinet at its meeting on 24 January 2012</p>
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