

**Report to:** Partnerships Scrutiny Committee

**Date of Meeting:** 25 April 2013

**Report Author:** Scrutiny Coordinator

**Title:** Scrutiny Work Programme

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**1. What is the report about?**

The report presents Partnerships 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 Article 6 of the Council's Constitution sets out each Scrutiny Committee's terms of reference, functions and membership, whilst the rules of procedure for scrutiny committees are laid out in Part 4 of the Constitution.
- 4.2 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.
- 4.3 For a number of years it has been an adopted practice in Denbighshire for scrutiny committees to limit the number of reports considered at any one meeting to a maximum of four plus the Committee's own work programme report. The objective of this approach is to facilitate detailed and effective debate on each topic.
- 4.4 The Committee is 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. When deciding on the work programme members are asked to take 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
- 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

4.5 When considering future items for inclusion on the forward work programme members may also find it helpful to have regard to the following questions 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?

4.6 As mentioned in paragraph 4.2 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 topics. Two such proposal forms have been received for consideration by the Committee. One relates to the Development of a Single Point of Access for Health & Social Care in Denbighshire (see appendix 2a), the other relates to the scrutiny of the Local Service Board (see appendix 2b).

#### Proposed Regional Emergency Planning Service

4.7 Members will recall that the Committee at its meeting on 14 March considered, and supported, the full business case for a proposed Regional Emergency Planning Service for North Wales. Subsequently, at its meeting on 19 March, Cabinet adopted the final business case and supported the proposal to establish a regional service. In doing so it also recommended that the Regional Service be subject to scrutiny by this Committee, both during the transitional phase and following full implementation. The Committee is asked to agree to undertake this scrutiny. It is anticipated that the first progress report will be presented as an information report to the Committee in July.

#### Social Care Matters

4.8 At its last meeting the Committee requested that a report on the proposed provisions of the Social Services and Wellbeing (Wales) Bill

be presented to the current meeting and that the report also detail the progress achieved in addressing concerns raised with respect to domiciliary care monitoring. However, as the meetings with the relevant councillors around their particular concerns with respect to domiciliary care monitoring arrangements were still underway at the time of writing this report, and as officers would need time to follow-up matters after their discussions with the councillors, the item has with the Chair's permission been deferred to a future meeting. The Committee is asked to determine when it wishes to consider this report, which has provisionally been scheduled for July's meeting.

#### Deeside College/Coleg Llysfasi

4.9 At its last meeting the Committee granted a request from the Corporate Director: Customers that the Principal of Deeside College attend the Committee's July meeting to discuss with members current and future developments at Coleg Llysfasi, and Denbighshire's partnership arrangements with Deeside College. The Principal has been advised of the scrutiny process and informed of the additional information which members have requested. Unfortunately, as the Principal has prior commitments for the Committee's meeting date in July he cannot attend, but he is available to attend the next scheduled meeting on 26 September. Members are asked to confirm the rescheduling of this item and to determine which of the other items in the forward work programme for September can be rescheduled.

#### 4.10 Cabinet Forward Work Programme

When deciding on their programme of future work it is useful for scrutiny committees to have regard to Cabinet's scheduled programme of future work. For this purpose a copy of the Cabinet's forward work programme is attached at Appendix 3.

#### 4.11 Progress on Committee Resolutions

A table summarising recent Committee resolutions and advising members on progress with their implementation is attached at Appendix 4 to this report.

#### 4.12 Meeting with Betsi Cadwaladr University Health Board (BCUHB) Representatives

The Committee's regular 6 monthly meeting with representatives from the BCUHB will take place at 2pm on Monday, 10 June 2013. The items listed for discussion are shown on Appendix 1. Health representatives have requested that questions are submitted to them beforehand to enable them to provide members with comprehensive replies at the meeting. Members are therefore asked to forward their questions to the Scrutiny Coordinator by 22 May. A pre-meeting briefing session will be held for all Committee members at 1pm on 10 June, immediately prior to the meeting itself, with a view to determining a questioning strategy for the meeting.

**5. Scrutiny Chairs and Vice-Chairs Group**

Under the Council's scrutiny arrangements the Scrutiny Chairs and Vice-Chairs Group (SCVCG) performs the role of a coordinating committee. This Group is scheduled to meet again on 16 April 2013. Consequently, any recommendations or decisions taken by the Group at that meeting, which either directly or indirectly affect Partnerships Scrutiny Committee, will be reported verbally to the Committee on 25 April.

**6. 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.

**7. 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.

**8. What consultations have been carried out?**

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

**9. 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.

**10. 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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