

Scrutiny Board

19 January 2016

Time 6.00 pm **Public Meeting?** YES **Type of meeting** Scrutiny
Venue Committee Room 3 - 3rd Floor - Civic Centre

Membership

Chair Cllr Stephen Simkins (Lab)
Vice-chair Cllr Barry Findlay (Con)

Labour

Cllr Ian Angus
Cllr Philip Bateman
Cllr Alan Bolshaw
Cllr Paula Brookfield
Cllr Craig Collingswood
Cllr Dr Michael Hardacre
Cllr Lorna McGregor
Cllr Peter O'Neill
Cllr Rita Potter
Cllr Jacqueline Sweetman

Conservative

Cllr Arun Photay

Quorum for this meeting is four Councillors.

Information for the Public

If you have any queries about this meeting, please contact the democratic support team:

Contact Abby Vella
Tel/Email 01902 553219 or abigail.vella@wolverhampton.gov.uk
Address Democratic Support, Civic Centre, 2nd floor, St Peter's Square,
Wolverhampton WV1 1RL

Copies of other agendas and reports are available from:

Website <http://wolverhampton.moderngov.co.uk/>
Email democratic.support@wolverhampton.gov.uk
Tel 01902 555043

Please take note of the protocol for filming, recording, and use of social media in meetings, copies of which are displayed in the meeting room.

Some items are discussed in private because of their confidential or commercial nature. These reports are not available to the public.

Agenda

Part 1 – items open to the press and public

Item No. *Title*

MEETING BUSINESS ITEMS

- 1 **Apologies for absence**
- 2 **Declarations of interest**
- 3 **Minutes of the previous meeting (15 December)** (Pages 3 - 8)
[To approve the minutes of the previous meeting as a correct record.]
- 4 **Matters arising**

DISCUSSION ITEMS

- 5 **Scrutiny Review of Employability and Skills - Tracking and Monitoring** (Pages 9 - 24)
[To consider progress made to implement recommendations from the review and agree to close it on the basis that the recommendations are being implemented.]
- 6 **Work programme** (Pages 25 - 36)
[To consider the Board's work programme for future meetings.]
- 7 **Exclusion of press and public**
[To pass the following resolution:

That in accordance with Section 100A(4) of the Local Government Act 1972 the press and public be excluded from the meeting for the following items of business as they involve the likely disclosure of exempt information falling within paragraph 3 of Schedule 12A to the Act relating to the financial or business affairs of any particular person (including the authority holding that information)]

PART 2 - EXEMPT ITEMS, CLOSED TO PRESS AND PUBLIC

- 8 **Managing Director**
[The Scrutiny Board will review the C3 programme and the Council plans for 2016 and beyond with the Managing Director.]

Attendance

Members of the Scrutiny Board

Cllr Philip Bateman
Cllr Alan Bolshaw
Cllr Paula Brookfield
Cllr Craig Collingswood
Cllr Barry Findlay (Vice-Chair)
Cllr Dr Michael Hardacre
Cllr Peter O'Neill
Cllr Arun Photay
Cllr Rita Potter
Cllr Stephen Simkins (Chair)
Cllr Jacqueline Sweetman
Cllr Julie Hodgkiss
Cllr Andrew Johnson

Employees

Mark Taylor	Director of Finance
Abby Vella	Graduate Management Trainee
Adrian McCormick	Head of Transformation
Sue Handy	Head of Customer Service
Sarah Campbell	Complaints Manager
Anna Zollino-Biscotti	Senior Information Governance Officer
Gareth Payne	Policy Officer
Penny Williams	Interim Democratic Services Manager

Part 1 – items open to the press and public

Item No. *Title*

- 1 Apologies for absence**
Apologies for absence were received from Cllr Angus who was represented by Cllr Hodgkiss.
- 2 Declarations of interest**
There were no declarations of interest.
- 3 Minutes of the previous meeting (3 November 2015)**
Resolved:
That the minutes of the meeting held on 3 November be approved as a correct record and signed by the Chair.

4 **Matters arising**

Councillors enquired about resolution three in minute item five from the previous meeting which referred to a ward by ward break down of accessibility to computers in Wolverhampton. Abby Vella, Graduate Management Trainee, advised that she would follow this up following the recent departure of the Group Manager – Democracy.

Councillors also requested that the national review of the freedom of information be circulated to Councillors. Penny Williams, Interim Democratic Services Manager, advised that she would look into this.

Resolved:

1. That the Graduate Management Trainee circulate ward by ward details of accessibility to computers in Wolverhampton to the Board.
2. That the Interim Democratic Services Manager circulate results of the national review of freedom of information to the Board.

5 **Draft Budget 2016/17**

Councillor Andrew Johnson, Cabinet Member for Resources, introduced the report. He advised that although the provisional local government finance settlement was to be announced in due course, an additional £4.1 billion of expenditure cuts for local government was expected. The Cabinet Member for Resources outlined the Council's saving proposals and progress and reported that it was working with a revised savings target of £24 million. These projections were to be confirmed once central government had released the local government finance settlement.

The Cabinet Member for Resources highlighted that seven million pounds had been saved through treasury management and financial transaction arrangements, without which, the impact of cuts on the Council would be much greater. He thanked the officers involved in making these savings.

Councillors discussed the need for additional funding to pay for the reshaping of Older People Services outlined on page 13 and the impact of this on savings proposals. The Cabinet Member for Resources and the Director of Finance advised that this was a subject of consideration in the budget process and further details would be reported to scrutiny once the settlement was announced.

A discussion took place between the Board and the Cabinet Member for Resources about the new funding formula for Public Health. Councillor O'Neill advised that these questions were asked at Health Scrutiny Panel and officers were going to investigate these details.

Referring to page 25 of the report, the Cabinet Member for Resources outlined proposals to ensure that City venues such as the Art Gallery, Bantock House and Bilston Art Gallery were generating considerable income. Councillor Collingswood was concerned about the length of time this was taking, since these City Venues formed part of Wolverhampton's cultural heritage. In response, the Cabinet Member for Resources advised that development proposals were being driven forward by

officers. Councillors requested that these proposals come back to the relevant scrutiny panel.

Councillor Brookfield announced that she was unable to comment on the recommendations of other panels. Since these had already been scrutinised once, she was happy to accept the recommendations of other panels but felt unable to comment without all the details. The Chair requested that future budget reports have details of figures appended to the report.

A discussion took place about grounds maintenance reductions and efficiencies in service, in particular, ceasing annual bedding outside the City centre outlined on page 42 of the appendix. Following debate around the positive, visual impact the bedding had, Councillor Bateman was concerned that the reputation of the Council could potentially be compromised by this small saving. The Director of Finance advised that £22,000 would be saved over two years, with bedding converted into shrubbery or lawn. The Cabinet Member for Resources advised that this service was faced with financial saving necessity but would welcome the option of the relevant scrutiny panel re-visiting this. The Chair requested that the Chair of Vibrant and Sustainable City be informed.

Councillors suggested that the development of City sites, such as West Park, should be collated as a business proposition either by the appropriate officer, relevant scrutiny panel or particular champion. The Chair recommended that the possibility of utilising the City's assets across the City, starting with West Park, be looked into.

A discussion took place between Councillors about the review of stray dog procedures outlined on page 45-46. Councillors requested that this come back to Scrutiny Board with further cost details of this procedure, that alternative provision be investigated and scoping of other local authorities be considered.

Councillors discussed the review of school crossing patrols on page 47 and whether schools could be charged to maintain this service. Cllr Johnson advised that advice would need to be sought regarding the statutory requirement for school patrols. Moreover, this would continue to be reviewed in light of schools moving out of local authority control.

Cllr Bolshaw enquired about the review of allotment costs outlined on page 47. Cllr Johnson advised that a mechanism needed to be implemented to charge residents realistically and incrementally.

In response to a question regarding the review of the council tax scheme and discount, the Cabinet Member for Resources clarified that the 21 day discretionary discount was to be removed following consultation.

The Board discussed corporate savings proposals, including charges for late payment of invoices and the review of staff training. The Director of Finance advised that the performance of paying invoices had greatly improved since the introduction of Agresso. He reported that there had been a reduction in escalated queries and it was being monitored closely. In response to the review of staff training, Councillors discussed the role of interim positions within the Council. The Cabinet Member for

Resources highlighted that interim officers were highly beneficial and allowed time for the authority to find a suitable, permanent replacement.

The Chair requested an additional meeting to address the recommendations set out below once Cabinet had considered all consultation and scrutiny responses.

Resolved:

1. That the details of savings proposals on Older Peoples Services be reported back to scrutiny.
2. That Health scrutiny panel look into the implications of a new funding formula for Public Health.
3. That development proposals for City venues come back to Vibrant and Sustainable City scrutiny panel.
4. That future budget reports have details of figures appended to the report.
5. That the proposed cessation of annual bedding be revisited by Vibrant and Sustainable City and the Chair be informed.
6. That the possibility of utilising the City's assets across the City, starting with West Park be looked into.
7. That cost details of the review of stray dogs be reported, alternative provision be investigated and scoping of other local authorities take place.
8. That legal advice be sought regarding the statutory requirement for school patrols, in light of proposals to move schools out of local authority control.

6 **Corporate Performance Report - Quarter Two 2015/16**

Adrian McCormick, Head of Transformation and Gareth Payne, Policy Officer, presented the quarter two Corporate Performance Report, drawing attention to the summary of performance in section 4.0.

Councillors were concerned with and enquired about the low completion level of appraisals. It was suggested that the value of appraisals should be highlighted. The Head of Transformation advised that the system was not proportionately reflecting the number of appraisals that had been completed. He reported that this was being looked into by officers and the quarter three report should be more accurate. The Head of Finance advised that performance management efforts were taking place to ensure that managers were recorded information on the system correctly.

Councillors discussed the red indicator in 4.4 of the report which referred to the rate of alcohol related emergency admissions. It was agreed that a focus on this should be put on next year's work programme for Adults and Safer City.

Referring to equalities, Cllr Hardacre requested that a scrutiny review of equalities implications in public premises take place. This was agreed by the Chair.

Resolved:

1. That the level of alcohol related emergency admissions be revisited by Adults and Safer City in next year's work programme.
2. That a scrutiny review of equalities implications be put on next year's work programme.

7 **Information Governance Performance Report - Quarter 2 2015/16**

Anna Zollino-Biscotti, Information Governance Manager, presented the quarter two Information Governance report drawing attention to the infograph on page 117.

In response to a question requesting clarification on quarter two training levels, the Information Governance Manager reported that managers needed to be more proactive in ensuring that new starters complete training in the first month. The Director of Finance advised that this was being looked into and reports were now going to managers which listed the training completion details of their staff.

Resolved:

1. That the Board reviewed and commented on the quarter two performance for information governance.
2. That the Director of Finance review the Agresso report of levels of training completion.

- 8 **Quarter 2 Corporate, Social Care and Public Health Complaints Report**
Sue Handy, Head of Customer Service and Sarah Campbell, Complaints Manager, presented the quarter two Social Care and Public Health Complaints Report.

Councillors requested further details of the 30 compliments received in section 4.8 of the report. The Head of Customer Service agreed to circulate details of compliments to Councillors.

A discussion took place between Councillors about complaints where the Council is/is partially/is not at fault. The Complaints Manager advised that improvement reports for corporate complaints had been implemented which highlighted a reduction in corporate complaints. Reporting on adult social care complaints was in its early stages, but the Complaints Manager advised that a reduction in complaints was expected as this was implemented. The Chair requested a verbal update on this once the figures were obtained.

Resolved:

1. That the Head of Customer Services circulate details of compliments to Councillors.
2. That Councillors receive a verbal update on the improvement reports for corporate and adult social care complaints.

- 9 **Work Programme**
Scrutiny Board received a copy of the work programme and noted its content. It was requested that for future meetings, completed agenda items be removed.

Resolved:

1. That the format of the work programme be amended to include only present and future agenda items.

- 10 **Vote of thanks**
The Chair thanked Adam Hadley, Group Manager – Democracy, for his work with Scrutiny Board.

This page is intentionally left blank

Scrutiny Board

19 January 2016

Report title	Scrutiny Review of Employability and Skills-Tracking and Monitoring	
Cabinet member with lead responsibility	Councillor Reynolds City Economy	
Wards affected	All	
Accountable director	Keren Jones, City Economy	
Originating service	City Economy	
Accountable employee(s)	Sheila Collett Tel Email	Head of Service 01902 551848 sheilacollett2@wolverhampton.gov.uk
	Jim Cunningham Tel Email	Head of Service 01902 550166 James.cunningham@wolverhampton.gov.uk
Report to be/has been considered by	n/a	

Recommendation(s) for action or decision:

The Scrutiny Board is recommended to:

1. Consider progress made to implement recommendations from the Scrutiny Review of Employability and Skills.
2. Agree to close the review on the basis that the recommendations are being implemented as detailed in the report.

1.0 Purpose

- 1.1 The purpose of this report is to update Scrutiny Board on progress on the implementation of recommendations resulting from the Employability and Skills Scrutiny Review undertaken in 2014-15 and to seek sign off of the review.

2.0 Background

- 2.1 The review focussed on the challenge of high levels of unemployment alongside low skill levels amongst the local population. The challenge faced by the City is clearly significant in terms of how we ensure that local people are able to access jobs and therefore benefit from the economic growth in the City.
- 2.2 The questions the review group responded to were:
1. What is stopping local people with low level skills getting into employment – what are the barriers?
 2. What are the jobs that are currently available in the City and the wider Black Country and what are those likely to be in the future which would be suitable for this group. What needs to happen to enable local people to successfully compete for these jobs?

- 2.3 The review report and executive response were reported to Cabinet on 11 March 2015.

3.0 Conclusions

- 3.1 The employability and skills gap is one of the most significant and complex challenges faced by the City of Wolverhampton in 2015. The challenge is not a new one but the need to find and deliver sustainable solutions has become critical.
- 3.2 The evidence base from the review highlighted what the Council needs to do to get people with low level skills and qualifications into employment. It also fed detailed baseline information and intelligence into the independent Employment and Skills Commission work.
- 3.3 The role of the commission was to ensure that Wolverhampton has the appropriately skilled workforce required to support the City's economic growth, to support the sustainability of businesses in the City and critically, ensure our residents and young people have access to the right skills provision to give them the best chance of securing employment, developing their careers and staying in employment.
- 3.4 The review identified a series of headline recommendations which the Council and its partners should focus on:
- 3.4.1 Partnership working
- Effective and accountable partnership working is vital if we are to address skills and employability issues in the City.

- The Council has a key role of influence and brokerage and this needs to ensure a far greater understanding of the support available across agencies and the customer journey for our residents seeking work. This should provide clarity on progression routes and the barriers faced by local people.
- The value of delivery through community venues was highlighted as good practice.

3.4.2 Skills and pathways to work

- We need a far greater understanding of the reasons why individuals are not employed by businesses to inform our future learning/skills and employability support work. This needs to be consistently collected and analysed.
- There is a need to identify talent in the city and to address the softer skills issues including attitude.
- Work experience is important and needs further development across agencies to enable local people to develop these softer work skills and be 'work ready.'
- We need a fuller understanding of the position within our local areas/wards to inform more targeted provision with greater impact. We need a greater reach into target areas.
- We need to address the gap in provision for older age groups including work experience, skills development and enterprise skills.
- Our skills interventions need to closely reflect the projected business growth sectors for the City/region. To achieve this we will need robust evidence of future projected growth areas.
- We need to link with and learn from key local initiatives such as Talent Match and City Deal.
- There is a need for a strategy to help older people back into employment with a range of adult education and support to re-skill and the need to have flexibility for people in employment and wanting to improve skills and progress.
- The fractured nature of support for people unemployed and on JSA needs to be addressed.
- We need more data from schools relating to take up of alternative pathways to work such as cultural effort and sport.

3.4.3 Business and enterprise

- A culture of entrepreneurialism is vital and needs further development/nurturing. We are not currently recognising or supporting the growth in this area or its future potential.
- We need a consistent business/work experience offer in our schools.
- An issue has been highlighted for the need for businesses to see the added value of training their employees. This needs greater work with businesses and a greater reach to smaller companies.
- There is a disconnect between schools and businesses which links to why so many young people were not getting levels of attainment. The review group highlighted the need for a strategy and long-term plan to get young people ready to leave school and into employment, further training or apprenticeships.
- Business leaders need to look at training and development in businesses as an integral factor in sustainable success for the business and people in the City.

3.5 Resources

- The scale of the challenge for the City means that interventions need to be deliverable and quantifiable.
- There is a considerable gap between demand and resource in the City to improve employability and skills, taking into consideration the vast numbers that need to be helped and the reducing resources for provision in the public and voluntary sectors.
- There is a need to develop the employability and skills team to gather intelligence, broker partner relationships and work closely with businesses in the City.

3.6 The findings of the review informed the Wolverhampton Skills and Employment Commission, which was tasked in December 2014 with finding solutions aimed at improving the City's prospects for sustainable, long-term economic growth and prosperity. The Commission reported their findings to the City Board in September 2015. A task group, chaired by the Strategic Director, Place, is now in place and will drive forward the action plan developed by the City Board in response to the Scrutiny and Commission findings.

4.0 Recommendations of the review

- R1. That the Council take a stronger role as the champion and honest broker within and across partnership forums to ensure that employment and skills outcomes are effectively delivered.
- R2. That the Council utilises its role of champion and honest broker within partnership working to generate confidence and credibility in the capability of the City to deliver against the employability and skills agenda, linking strongly with the Council's Corporate Communications Team.
- R3. That the City develops a long term cross partnership strategy for employability and skills to achieve a step change in reducing the number of the working age population with no qualifications and not in employment. The strategy should:
- provide clarity of roles and responsibilities whilst also ensuring quality provision
 - make provision for oversight and accountability, consideration should be given to establishing a bespoke forum to maintain oversight of this agenda
 - take into account the extent of the issues facing the City and ensure interventions are scalable and closely aligned to the emerging work on the Combined Authority
 - ensure consistency of approach for young people in the City
- R4. That schools be strongly encouraged to fully engage in the partnerships in the City that are dealing with employability and skills issues to meet the reasonable expectation that schools will support young people to develop soft skills, receive careers advice and gain work experience to get work ready.

- R5. That the Council has a key role as an influencer for example specific work needs to be undertaken with Department for Works and Pensions (DWP) to consider more flexibility regarding Job Seeker Allowance (JSA) and voluntary work experience arrangements.

This influencing role needs to extend to issues of skills and employability that relate to the combined authority.

- R6. That partnership working needs to ensure a far greater understanding of the support available across agencies in terms of the customer journey for our residents seeking work.
- R7. That the Council and its partners implement a series of initiatives, which include:
- a) A toolkit outlining the available support for aspirant individuals in the City to enable them to access employment and enterprise
 - b) A mentoring programme for entrepreneurs
 - c) Collaborating to deliver a joined up, high quality work experience programme
 - d) A multi-agency volunteering strategy that includes employment pathways for volunteers
 - e) A clear pathway of support for young people to get work ready, including consistency relating to work experience opportunities and the development of life skills.
- R8. That the City develops appropriate business support to enable the growth and development of small and mediums size enterprises (SMEs) and should offer targeted support to budding entrepreneurs and innovators. This should build on the work of the Black Country Growth Hub and the business led forums in the city.
- R9. That the Council works closely with businesses to ensure that they recognise the value, and return on investment, to their business from training their employees and supporting career progression.
- R10. That the Council develop and effectively utilise a robust intelligence base to better understand the trends in business growth and job opportunities, future skills needs, and resident profiles. This should include specific intelligence relating to age, geography and other equality characteristics
- R11. That the Council utilises its staffing teams to gather intelligence, broker partner relationships and work closely with businesses in the City.

- 4.1 The executive response pro-forma and update to the review recommendations is attached (Appendix 1).

5.0 Progress

- 5.1 The scrutiny review findings have now been substantially progressed. They were reported to the first meeting of the Skills and Employment Commission in December 2014 and form an integral part of the skills and employment action plan that has now

been developed by the City Board. The data and intelligence collected by the scrutiny review also formed the strong foundations for the work of the commission and has significantly informed their final recommendations. The City Board have now established a cross-partner task group, chaired by the Strategic Director for Place, to drive forward the employment and skills action plan and to ensure an integrated approach to employment and skills support in the City.

- 5.2 The review findings which related specifically to the Council have been progressed more quickly. This is detailed fully in Appendix 1 of this report but includes the development of the volunteer offer as a pathway to work for City Council volunteers; the development of all age work experience placements the provision of mentoring support for entrepreneurs, and the development of the Youth Employment Initiative which will bring significant funding into the City for work with young unemployed people. This will form part of the integrated employment and skills offer for the City.

6.0 Financial Implications

- 6.1 The recommendations related to Council activity will be met from within existing resources. The recent alignment of the City Council functions and budgets related to employment and skills within the remit of the Service Director for City Economy enables this work to be undertaken in a coordinated and efficient way.
- 6.2 The approach will also seek to capitalise European Structure Funds and any other further funding coming through Black Country Local Enterprise Partnership. The development of the action plan by the cross-partner task group will seek to align existing resources to maximise impact on employment and skills in the city.

[ES/17122015/W]

7.0 Legal implications

- 7.1 There are no direct legal implications associated with the recommendations.

[TS/15122015/E]

8.0 Equalities implications

- 8.1 Although there may be equalities implications arising from the implementation of the individual recommendations relating to employability and skills, there are no direct equalities implications arising from this report.

9.0 Environmental implications

- 9.1 There are no environmental implications as a direct result of this report.

10.0 Human resources implications

10.1 There are no human resources implications as a direct result of this report. The Council will however be exploring with partners the joint use of resources, including officer time, to maximise impact on employment and skills

11.0 Corporate landlord implications

11.1 There are no corporate landlord issues as a direct result of this report.

12.0 Risk Implications

Corporate Risk Register (risk reference 2) Skills for Work. If the City residents do not have the appropriate skills that employers require then they will be unable to access the jobs and opportunities available resulting in high rates of unemployment and increased demand on Council services. Risk owner: Tim Johnson. Cabinet Member: Cllr John Reynolds.

Current score red in the Risks Update to Audit Committee 15 December 2014

13.0 Schedule of background papers

- 13.1 Cabinet report 11 March 2015 Item 9 here
- 13.2 Skills and Employment Commission Final Report
- 13.3 Skills and Employment Action Plan

[Not Protectively Marked]

Executive response:**Scrutiny Review of Employability and Skills**

Recommendation 1		
That the Council takes a stronger role as the champion and honest broker within and across partnership forums to ensure that employment and skills outcomes are effectively delivered.		
Comment	Timescale/progress so far	Officer Responsible
Accept. The City Board and its relevant sub-groups are the key partnership forums for employment and skills outcomes. The Council is represented at a senior level at each of these partnerships. All Council representatives will be fully briefed on the outcomes of the Scrutiny Review to ensure that this strong role as champion and honest broker is in place.	COMPLETE - The outcomes of the Scrutiny Review have been fed into the Skills and Employment Commission. The Commission report and action plan were considered by the City Board in September 2015. All key partnership forums and sub-groups have now considered the findings and initial action plan. City Board partners are now working with the Council to take forward the refined and focussed action plan. The Council is taking a leadership role in ensuring that this partnership work is effective and timely and links with the emerging Combined Authority agenda. The Place Strategic Director is the Chair of the Skills and Employment Commission Task Group responsible for progressing the action plan.	Strategic Director, Place
Recommendation 2		
That the Council utilises its role of champion and honest broker within partnership working to generate confidence and credibility in the capability of the City to deliver against the employability and skills agenda, linking strongly with the Council's Corporate Communications Team.		
Comment	Timescale/progress so far	Officer Responsible
Accept. The City Board and its relevant sub-groups are the key partnership forums for the employment and skills agenda. The Council is	COMPLETE The City Council took a lead strategic role through commissioning the external examination of skills and employment issues in the City.	Strategic Director Place

[Not Protectively Marked]

<p>represented at a senior level at each of these partnerships. All Council representatives will be fully briefed on the outcomes of the Scrutiny Review to ensure that this strong role as champion and honest broker is in place and that this is utilised to generate confidence and credibility in the capability of the City to deliver against the employability and skills agenda. Discussions will now commence with the Councils Corporate Communications team to identify proactive ways in which this confidence and capability can be promoted and enhanced.</p>	<p>The outcomes of the Scrutiny Review have been fed into the Skills and Employment Commission. The Commission report and action plan have been submitted to the City Board and considered by all key partnership forums and sub-groups. City Board partners are now working proactively with the Council to implement the action plan. The Council is taking a leadership role in ensuring that this partnership work is effective and timely and links with the emerging Combined Authority Agenda. The Place Strategic Director is the Chair of the Skills and Employment Commission Task Group</p>	
--	--	--

Recommendation 3

Page 17

That the City develops a long term cross partnership strategy for employability and skills to achieve a step change in reducing the number of the working age population with no qualifications and not in employment. The strategy should :

- provide clarity of roles and responsibilities whilst also ensuring quality provision
- make provision for oversight and accountability, consideration should be given to establishing a bespoke forum to maintain oversight of this agenda
- take into account the extent of the issues facing the City and ensure interventions are scalable and closely aligned to the emerging work on the Combined Authority
- ensure consistency of approach for young people in the City

Comment	Timescale/progress so far	Officer Responsible
<p>Accept. The City Board is the lead partnership forum for employment and skills in the City. The Board currently has two sub-groups the Growth Board and the Inclusion Board. There is also already a Skills and</p>	<p>ON-GOING - The final report for the Skills and Employment Commission was reported to the City Board in September 2015. This final report built upon the strong foundations of data and intelligence provided by the scrutiny review. The City Board has now established a</p>	<p>Service Director, City Economy</p>

[Not Protectively Marked]

<p>Employment Board in place for the City. It is proposed that we capitalise on these existing structures, and discuss with chairs the need for any refinement to terms of reference in light of the review findings.</p>	<p>partnership task group, chaired by the Place Strategic Director to take forward the actions within the commission's report. The task group is focussed exclusively on taking partnership action to ensure an integrated approach to employment and skills in the city. The Task Group has already agreed the need for the Skills and Employment Board to be re-invigorated to ensure that businesses and other stakeholders are involved in the implementation of the action plan for employment and skills. This will now be implemented</p>	
---	--	--

Recommendation 4

That schools be strongly encouraged to fully engage in the partnerships in the City that are dealing with employability and skills issues to meet the reasonable expectation that schools will support young people to develop soft skills, receive careers advice and gain work experience to get work ready.

Comment	Timescale/progress so far	Officer Responsible
<p>Accept. As outlined above the key partnership forum is the City Board and its sub-groups. It is proposed that discussions are held with the City Board and the Director of Education to identify the most appropriate way to engage schools within the employability and skills agenda.</p>	<p>ON-GOING - The action plan that has been developed by partners recognises the key role that schools play in the employment and skills agenda. The integrated model of supported pathways to work that is being developed will have schools as a key part of the implementation. The Director of Education will also be a key player on the re-invigorated Skills and Employment Board</p>	<p>Head of Enterprise and Skills</p>

Recommendation 5

That the Council has a key role as influencer for example specific work that needs to be undertaken with Department for Works and Pensions (DWP) to consider more flexibility regarding Job Seeker Allowance (JSA) and voluntary work experience arrangements. This influencing role needs to extend to issues of skills and employability that relate to the Combined Authority.

Comment	Timescale/progress so far	Officer Responsible
<p>Accept.</p>	<p>COMPLETE – discussions have taken place</p>	<p>Head of Economic Inclusion</p>

[Not Protectively Marked]

The review will feed into the on-going work on work experience and greater flexibility already under discussion with DWP.	with DWP and a pilot approach is in place providing more flexibility for work experience placements. This is based upon closer working relationships with the Council and will be evaluated in May 2016 This pilot approach is also being utilised within Talent Match to assess its success and impact upon employment outcomes for those furthest away from the job market.	
---	---	--

Recommendation 6

That Partnership working needs to ensure a far greater understanding of the support available across agencies in terms of the customer journey for our residents seeking work.

Comment	Timescale/progress so far	Officer Responsible
Accept. Page 19 form part of the work programme for the Economic Inclusion team.	ON-GOING -The customer journey for various groups of residents has been completed. This includes various cohorts, for example, young people, older people and people facing drug and alcohol issues. This provides clarity on the current customer journey, the gaps in current provision and the barriers to work faced by those who are currently unemployed. This information will be used to shape the model for future integrated working being developed by the City Board Task Group to ensure that it is suitable for all groups and individuals.	Head of Economic Inclusion

Recommendation 7

That the Council and its partners implement a series of initiatives, which include:

- a) A toolkit outlining the available support for aspirant individuals in the City to enable them to access employment and enterprise
- b) A mentoring programme for entrepreneurs
- c) Collaborating to deliver a joined up, high quality work experience programme
- d) A multi-agency volunteering strategy that includes employment pathways for volunteers
- e) A clear pathway of support for young people to get work ready, including consistency relating to work experience opportunities and the

[Not Protectively Marked]

development of life skills.		
Comment	Timescale/progress so far	Officer Responsible
Accept.	<p>a) ON-GOING Funding of £20,000 has been secured from public health to develop a clear toolkit outlining the available support for aspirant individuals to access employment and enterprise. This piece of work is now being finalised with final sign off by Inclusion Board on 4th December 2015 and immediate implementation to link to Universal Credit roll-out in February 2016</p> <p>b) COMPLETE Mentoring support for entrepreneurs forms part of the current offer from the Economic Inclusion team. Individual micro-businesses are offered intensive support from the Council Community Economic Development Officer to develop their business ideas. This currently focuses on the areas of highest deprivation in the City and within these areas a small fund is also in place to provide mentoring support from experienced entrepreneurs where this is demonstrated to be a barrier to aspiring entrepreneurs.</p> <p>c) COMPLETE There is already the structure in place through the Education Business Partnership team to support work experience within the Council. This currently focuses on young people. Work has now taken place to link this with the work of the Enterprising Communities team to extend the offer to all age groups. This is now in place. The various services</p>	Head of Economic inclusion

[Not Protectively Marked]

within the Council are currently being encouraged to make work experience placements available within their services to ensure that the Council demonstrates a leadership position on work experience for unemployed residents.

- d) ON-GOING -Volunteering Strategy – work is advanced on the City Council development of volunteering as a pathway to work, working in partnership with the Volunteer Service. A Scrutiny Review is underway which is developing the volunteer offer for all volunteers but with specific support to unemployed residents who volunteer with the City Council. This review will conclude in January 2016 and will be followed by work across partners to embed volunteering as a pathway to work in the wider partnership arena utilising the Council approach as a foundation
- e) Complete. A pathway of support for young people to get ready for work including consistency on work experience and the development of lifeskills links closely with the work of the Education Business Partnership team. Initial discussions have highlighted the crucial role of schools in this process. Recommendation 4 above has set the initial foundations for engaging with schools in this dialogue. Work will commence with schools and the Education Business Partnership to develop a consistent citywide work experience and life skills offer. This ongoing activity will be monitored by the

[Not Protectively Marked]

Skills and Employment Board

Recommendation 8
That the City develops appropriate business support to enable the growth and development of small and mediums size enterprises (SMEs) and should offer targeted support to budding entrepreneurs and innovators. This should build on the work of the Black Country Growth Hub and the business led forums in the city.

Comment	Timescale/progress so far	Officer Responsible
Accept.	Complete.Has been built into the on-going work of the Black Country Growth Hub and business forums.	Head of Enterprise and Skills

Recommendation 9
That the Council works closely with businesses to ensure that they recognise the value, and return on investment, to their business from training their employees and supporting career progression.

Comment	Timescale/progress so far	Officer Responsible
Accept. The review will feed into the on-going work with businesses led by the Enterprise and Skills service.	This forms part of the work programme of the Enterprise and Skills Service.	Head of Enterprise and Skills

Recommendation 10
That the Council develop and effectively utilise a robust intelligence base to better understand the trends in business growth and job opportunities, future skills needs, and resident profiles. This should include specific intelligence relating to age and geography.

Comment	Timescale/progress so far	Officer Responsible
Accept. The recent re-configuration of services to form a cluster of services within the City Economy with a service director for this area enables a far greater focus to be placed upon the development of robust intelligence. The focus on intelligence and trends related to business	This forms part of the work programme for service development within City Economy. This will include the collection of specific intelligence relating to age and geography.	Service Director Economy

[Not Protectively Marked]

growth and job opportunities, future skills needs and resident profiles will form part of the work of this service area.		
--	--	--

Recommendation 11		
That the Council utilises its staffing teams to gather intelligence, broker partner relationships and work closely with businesses in the City.		
Comment	Timescale/progress so far	Officer Responsible
<p>Accept.</p> <p>The recent re-configuration of services to form a cluster of services within the City Economy with a service director for this area enables increased co-ordination in terms of gathering intelligence, brokering partnership relationships and working closely with businesses in the City. It will also enable external funding to be maximised in terms of delivery against the employment and skills agenda.</p>	<p>The re-configured service area came into place in January 2015</p>	<p>Service Director Economy</p>

This page is intentionally left blank

Scrutiny Board

19 January 2016

Report title	Scrutiny Work Programme 2015/16	
Cabinet member with lead responsibility	Councillor Paul Sweet Governance	
Wards affected	All	
Accountable director	Kevin O'Keefe, Governance	
Originating service	Democracy	
Accountable employee(s)	Penny Williams	Interim Democratic Services Manager
	Tel	01902 555048
	Email	Penny.Williams@wolverhampton.gov.uk
Report to be/has been considered by	Scrutiny Board	8 September 2015 3 November 2015 15 December 2015

Recommendation(s) for action or decision:

The Scrutiny Board is recommended to:

1. Review and develop the Scrutiny Board Work Programme 2015-16 to take account of emerging issues and councillor suggestions
2. To allocate any cross cutting pieces of work

1.0 Purpose

- 1.1 To update and agree the Scrutiny work programme for 2015-16.

2.0 Background

- 2.1 The remit of the Scrutiny Board was agreed by Annual Council 15 May 2013. This remit included the specific responsibility to oversee the operation of the call-in mechanisms and to oversee the work programmes of Scrutiny Panels to avoid duplication of work and to ensure coherence of approach to cross-cutting policy themes. The Board may determine that one named Panel shall take lead responsibility for a cross-cutting policy theme or may determine that the work be shared between one or more panels.

3.0 Work Programme Planning

- 3.1 The work programme (Appendix 1) is a working document which is reviewed at each agenda planning meeting to determine the timeliness and relevance of items for scrutiny. Any member can also ask for an item to be considered by Scrutiny. At each Scrutiny Board an updated work programme will be presented for discussion and agreement.
- 3.2 New items for consideration are highlighted in blue.

4.0 Financial implications

- 4.1 There are no direct financial implications arising from the recommendations in this report. Within Governance, there is a scrutiny budget to support the investigation of issues highlighted by councillors through the work programmes of the panels and the reviews and inquiries.

[GE/04012016/N]

5.0 Legal implications

- 5.1 There are no direct legal implications arising from this report.

[TS/04012016/W]

6.0 Equalities implications

- 6.1 There are no direct equalities implications arising from this report.

7.0 Environmental implications

- 7.1 There are no direct environmental implications arising from this report.

8.0 Human resources implications

8.1 There are no direct HR implications arising from this report.

9.0 Corporate landlord implications

9.1 There are no direct corporate landlord implications arising from this report.

10.0 Schedule of background papers

10.1 Report to Scrutiny Board agreeing the new method of agreeing the scrutiny work programme – 15 April 2014

Scrutiny work programme

Scrutiny Reviews 2015-16

- **Child Sexual Exploitation (CSE)**

At the evidence session 30 November 2015 Colin Parr, Licensing Manager, presented a report on work being done locally and with local partners to tackle CSE through the use of licensing controls.

Jennie Wooton, BASE 25 lead officer on the EMPOWER project presented report on the work being done to raise awareness of CSE among young people, parents and carers and support victims.

Stephen Dodd - Youth Organisations Wolverhampton Co-ordinator at Wolverhampton Voluntary Sector Council reported on communication and engagement activity around CSE. Stephen also reported on the work of the B-Safe Team (Wolverhampton's 'Junior Safeguarding Children Board').

At the evidence session 10 December 2016 DCI Michaela Kerr Walsall / Wolverhampton Public Protection Unit(West Midlands Police) is the senior manager responsible for all child abuse investigations, including CSE presented evidence on the work being done to protect children and prosecute alleged offenders. The review group met with representatives of the following organisations to discuss their role in raising awareness of the issue of CSE and also ensuring compliance with nationally agreed policies and procedures:

- Wolverhampton CCG and Royal Wolverhampton Hospitals Trust
- Independent School Representatives on Wolverhampton Safeguarding Children Board

The review group will meet on 20 January 2016 to consider and agree the final draft recommendations that will be presented to Cabinet.

- **Electoral Registration and Participation**

The Scrutiny Review Group last met on 9 December 2015. Evidence was presented from:

- The YMCA, which ran a campaign to register young and homeless people in Wolverhampton;
- Wolverhampton Homes engagement group, which held two working groups with tenants to identify the issues with registration and participation in the area; and
- Members of the Youth Council, who gave evidence related to the issues that impact students and young people.

The next meeting will be held this month (January) to hear evidence from the University of Wolverhampton, Citizens' Advice Bureau and possibly Bite the Ballot. A final meeting will be scheduled to consider all evidence received and collated to date and review possible recommendations.

The findings of the review will inform future work on increasing registration and participation and identify barriers for the council to address.

- **City of Wolverhampton Council Volunteering Offer**

The Scrutiny Review Group has held five meetings to gather evidence, carry out site visits to voluntary organisations, to review and draw conclusions from the evidence gathered and draft recommendations to Cabinet.

There are clear and deliverable recommendations coming from the review group's work which will develop and strengthen current volunteering arrangements within existing resources. The review group has considered a draft policy and recommends development and delivery of a policy for Volunteering in the Council which clearly relates to developing skills and pathways to employment. The Policy will inform and help to shape the Volunteering Strategy for the City with partner organisations. The recommendations will include the need to monitor volunteering roles within the organisation and to review the policy once the Combined Authority is introduced.

The draft report will be presented to the final meeting of the Review Group on 21 January 2016 and by Cabinet (23 March 2016). The findings of the review group will inform the City of Wolverhampton Council Volunteering Offer and the wider Wolverhampton Volunteering Strategy which will be considered by Cabinet on 16 May 2016.

Work programme

Scrutiny Board

Date	Work items
19 Jan 2016	<ul style="list-style-type: none">• Tracking and monitoring of reviews<ul style="list-style-type: none">- Employability and Skills• Managing Director• Work programme
1 March 2016	<ul style="list-style-type: none">• Corporate Plan Refresh 2016-19• Corporate Performance Report - Quarter 3 2015/16• Complaints Report - Quarter 3 2015/16• Tracking and monitoring of reviews<ul style="list-style-type: none">- Infant Mortality (EPS)- Channel Shift (LG)• Information Governance Performance Report – Quarter 3 2015/16• Work programme
26 April 2016	<ul style="list-style-type: none">• Annual report• Work programme

- **Pending police approval:** Task and finish report from Regulatory Services (Travellers and Gypsies)

Adults and safer City

Date	Work items
Jan 2016	Visit to site Assistive technologies
26 Jan 2016	Promoting independence for people with disabilities and for older people <ul style="list-style-type: none">• Assistive technologies feedback from site visits• Dementia Strategy Update• West Midlands Police Update : Local Policing Plan 2015-16 progress report and Draft Youth Strategy consultation Joint Council
22 March 2016	Enabling communities to support themselves <ul style="list-style-type: none">• Community resilience• Crime reduction, community safety and drugs strategy• Anti-Social Behavioural Team - update on Public Space Protection Order in addressing anti-social behaviour• Wolverhampton Safeguarding Adults Board Annual Report 2014/15• Feedback on Youth Offending Team (YOT) inspection• Mental Health (early interventions)• Wolverhampton Voluntary Sector Compact• Quality assurance process/data (re: contract / compliance)

Children, young people and families

Date	Work items
20 Jan 2016	<ul style="list-style-type: none">• Wolverhampton Safeguarding Board Annual Report 2014/15• CAMHS• Draft Joint Special Educational Needs and Disabilities (SEND) Strategy
9 March 2016	<ul style="list-style-type: none">• Child Obesity Joint meeting with Health Scrutiny Panel agreed at Council 16 December 2015
13 April 2016	<ul style="list-style-type: none">• Academy Partnership Protocol• Secondary School Standards:<ul style="list-style-type: none">• Secondary school end of KS4 and KS5 validated results• Secondary school Ofsted outcomes and current LA categorisation• Next steps to make further improvements• Secondary School 10 year strategic plan - draft

Confident Capable Council

Date	Work items
03 Feb 2016	<ul style="list-style-type: none">• Future Space - developing the right accommodation to deliver the Council's services• Future Money - making the most efficient use of financial resources• Future Money : Agresso Performance
20 April 2016	<ul style="list-style-type: none">• Future Customer – improving customer service• Future Works - ensuring we have the right IT infrastructure and business processes• Future Money - making the most efficient use of financial resources• Future People - Employee Volunteering Scheme – progress report

Health Scrutiny Panel

Date	Work items
14 Jan 2016 Change of date TBC	<ul style="list-style-type: none"> • The Future of Mental Health Services Update
11 Feb 2016	<ul style="list-style-type: none"> • Visit to UTC – University of Wolverhampton
25 Feb 2016	<ul style="list-style-type: none"> • BCPFT - CAMHS (Sarah Fellows) • The future of Mental Health Services • Smoking and Alcohol in pregnant mothers (Public Health) • Eating disorders • Royal Wolverhampton NHS Trust (RWT) Jeremy Vanes, Chairman Updates on A&E and RWT CQC Inspection • Healthy Lifestyles Service – In house & external delivery models option appraisals • CCG Primary Care Strategy • Children 5-19 (0-19) Healthy Children Programme
9 March 2016	<ul style="list-style-type: none"> • Child Obesity Joint meeting with Children Young People and Families Scrutiny Panel agreed at Council 16 December 2015
Potential late March meeting to replace January session	<ul style="list-style-type: none"> • Infant mortality CCG performance (Cabinet recommendation from 22nd July)
07 April 2016	<ul style="list-style-type: none"> • Choose well campaign – NHS ENGLAND • Bed sores and ulcers in elderly - NHS TRUST • 'Home as a hub' – CCG

Training session

- [Substantial Variations to be arranged](#)

Stronger City economy

Date	Work items
09 Feb 2016	Business and Enterprise <ul style="list-style-type: none">• New model for business support, including companies that are expanding and support for innovation• Aim for the Black Country• Case study – Research and development , world class university, excellent quality of life, high levels of technology• Witness: representative from the University
February 2016	Potential for site visit The Custard factory visit with University partners
19 April 2016 (Bring date forward before purdah)	The City Economy <ul style="list-style-type: none">• Evaluation of the year of scrutiny for a stronger City economy• What had changed, what does the future City economy look like?• Witness - Aspiration and innovation• Case study – Best practice and next steps

Vibrant and sustainable City

Date	Work items
11 Feb 2016	<ul style="list-style-type: none">• City Centre Regulation of street trading, displays• Age Designation Review of Flats
14 April 2016	<ul style="list-style-type: none">• Residents parking• Keeping the City clean