

CITY OF  
WOLVERHAMPTON  
COUNCIL

# Vibrant and Sustainable City Scrutiny Panel

28 February 2019

**Time** 6.00 pm **Public Meeting?** YES **Type of meeting** Scrutiny

**Venue** Committee Room 3 - Civic Centre

## Membership

**Chair** Cllr Martin Waite (Lab)  
**Vice-chair** Cllr Christopher Haynes (Con)

### Labour

Cllr Ian Angus  
Cllr Mary Bateman  
Cllr Philip Bateman MBE  
Cllr Greg Brackenridge  
Cllr Val Evans  
Cllr Bhupinder Gakhal  
Cllr Keith Inston  
Cllr Beverley Momenabadi  
Cllr John Rowley

### Conservative

Cllr Arun Photay

Quorum for this meeting is three Councillors.

## Information for the Public

If you have any queries about this meeting, please contact the Democratic Services team:

**Contact** Martin Stevens  
**Tel/Email** martin.stevens@wolverhampton.gov.uk  
**Address** Democratic Services, Civic Centre, 1<sup>st</sup> floor, St Peter's Square,  
Wolverhampton WV1 1RL

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# Agenda

## Part 1 – items open to the press and public

*Item No. Title*

### MEETING BUSINESS ITEMS

- 1 **Apologies**  
[To receive any apologies for absence].
- 2 **Declarations of interest**
- 3 **Minutes of the previous meeting** (Pages 5 - 10)  
[To approve the minutes of the previous meeting as a correct record].
- 4 **Matters arising**  
[To consider any matter arising from the minutes].

### DISCUSSION ITEMS

- 5 **Waste Management Delivery Plan** (Pages 11 - 16)  
[To receive a report on the evaluation of the Waste Management Delivery Plan].
- 6 **Active Travel Needs Assessment**  
[To receive the Active Travel Needs Assessment Report]  
  
[Report is marked: To Follow]
- 7 **2018 Budget Funding - £60M to Plant Trees** (Pages 17 - 18)  
[To receive a briefing note on the funding proposal announced following the Government's 2018 budget for more than 10 million trees to be planted across England with the injection of £60m of new funding over five years, as part of what the government billed as its "drive to preserve the country's greenery"].
- 8 **Work Plan** (Pages 19 - 34)  
[To receive the Scrutiny Work Programme].
- 9 **Future Meeting Dates**  
The future meeting dates for the Vibrant and Sustainable City Scrutiny Panel are as follows: -  
  
11 April 2019 at 6pm  
20 June 2019 at 6pm  
5 September 2019 at 6pm  
7 November 2019 at 6pm  
30 January 2020 at 6pm  
19 March 2020 at 6pm

10        **Exclusion of the 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 on the grounds shown below.

By virtue of paragraph(s) 3 of Part 1 of Schedule 12A of the Local Government Act 1972 - Information relating to the financial or business affairs of any particular person (including the authority holding that information)].

11        **WV Active Presentation (Pages 35 - 52)**

[To receive a presentation on WV Active from the WV Active Manager].

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# Vibrant and Sustainable City Scrutiny Panel

Agenda Item No: 3

Minutes - 6 December 2018

## Attendance

### Members of the Vibrant and Sustainable City Scrutiny Panel

Cllr Ian Angus  
Cllr Mary Bateman  
Cllr Philip Bateman MBE  
Cllr Greg Brackenridge  
Cllr Val Evans  
Cllr Bhupinder Gakhal  
Cllr Christopher Haynes (Vice-Chair)  
Cllr Beverley Momenabadi  
Cllr Martin Waite (Chair)

### In Attendance

Cllr Peter Bilson (Cabinet Member for City Assets and Housing)  
Cllr Steve Evans (Cabinet Member for City Environment)

### Employees

Martin Stevens (Scrutiny Officer) (Minutes)  
Ross Cook (Service Director – City Environment)  
Lina Martino (Consultant in Public Health)  
Steve Woodward (Head of Environmental Services)  
John Roseblade (Head of Transport)  
Helen McGourlay (Finance Business Partner)  
Tim Philpot (The Professional Lead for Transport Strategy)  
Ric Bravery (Strategic Health Lead – City Planning)  
Richard Johnson (Direct Works/Arboriculture Manager)

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## Part 1 – items open to the press and public

*Item No.*    *Title*

- 1        **Apologies**  
There were no apologies for absence.
- 2        **Declarations of interest**  
Cllr Philip Bateman declared a non-pecuniary interest on the Active Travel item as he was a Board Member on the Canal and River Trust.
- 3        **Minutes of the previous meeting**  
The minutes of the meeting held on 4 October 2018 were approved as a correct record.

**4 Matters arising**

The Chair referred to the new quarry being opened in Staffordshire. He had received a response from the Head of Transport that the quarry would mean an additional 20 vehicle trips per day over and above what was currently operating at the quarry. Seventy percent of those trips would be travelling through Wolverhampton. It was the view of the Head of Transport that it was unlikely to have a detrimental impact upon free flow of traffic, road condition and road safety in the Wolverhampton area.

The Chair stated that he had spoken with Cllr Jaqueline Sweetman, the Chair of the Stronger City Economy Scrutiny Panel, regarding the concept of a joint meeting with the Stronger City Economy Scrutiny Panel on the issue of public transport. He had received a positive response from Cllr Sweetman and would be raising the issue at Scrutiny Board in the following week.

The Chair reminded Members that the Service Lead for Residential had circulated to the Panel further information regarding the training Kingdom employees receive on dealing with vulnerable adults.

**5 Draft Budget and Medium Term Financial Strategy 2019-2020**

The Chair stated that Finance had asked for specific feedback on the Scrutiny process of the budget and on the consultation process. He asked the Finance Business Partner to present the report.

The Finance Business Partner stated in March 2018 it had been projected that the Council would be faced with finding further estimated budget reductions totalling £19.5 million by 2019-2020. Following reports to Cabinet in July and October 2018 the budget deficit for 2019-2020 had been reduced to in the region of £6 million. There would be a further report in the New Year which would detail the latest position.

The Finance Business Partner stated that the appendices to the report detailed the budget reduction and income generation proposals that the Council were required to consult on. Within the remit of the Panel there were a number of budget reduction and income generation proposals out for consultation. These were, the proposed review provision of the toilet at the Mander Centre, the review of the residents parking scheme, the review of the maintenance and routine cleaning of illuminated road signs and the WV Active catering offer. All the other proposals that fell within the remit of the Panel were efficiencies which would be dealt with by the Budget Managers for each area.

The Finance Business Partner asked for comments on the overall Draft Budget and Medium Term Financial Strategy, the proposals held within it, the consultation process and the overall budget scrutiny process.

**Resolved:** That the Draft Budget and Medium Term Financial Strategy 2019-2020 be noted.

**6 Management of Trees in the City**

The Head of Environmental Services introduced a briefing note on the subject of the Management of Trees in the City. Section two of the note outlined the ways trees were managed in the City dependent on the land in which they stood and the risk

they presented. Trees close to the adopted highway were subject to a four yearly inspection and maintenance regime. All other trees were not maintained as part of a programme. There were 350,000 to 400,000 trees in parks, open spaces and cemeteries within the Wolverhampton area. The maintenance on these trees was reactive only. On education land, schools were responsible for their own tree maintenance regimes. Where schools had an SLA (Service Level Agreement) with Environmental Services, the service was reactive. Some schools had been encouraged to include an annual tree inspection into their SLA with environmental services.

The Head of Environment Services remarked that Corporate Landlord had an arrangement with Environmental Services for conducting reactive works. Canals, towpaths and railway lines were the responsibility of the Canal and River Trust and Network Rail. They followed a risk-based maintenance regime. On private land, all maintenance and safety issues were the responsibility of the owner.

The Head of Environmental Services commented that Trees that fell onto Highway land and Council Land, including privately owned trees, would be cleared. There were different categories of response depending on the situation, these were emergency, priority and routine. When members of the public had concerns about tree roots owned by the Council affecting their land, buildings and services, they were referred to the Council's Risk Management and Insurance Team. They were advised to contact their home insurance company and arrange a survey. The survey would determine if there were grounds to make a claim against the Council.

The Head of Environment Services said that the Council did not respond to every request to prune trees on the adopted highway, the team would be despatched if it was thought the tree was dangerous. If Council owned trees were touching buildings, then the Council would prune them. Otherwise they encouraged people within reason to prune the trees to the boundary of their property. The Council did not normally respond due to loss of light caused by trees, for satellite and TV signal, or for tree debris. The Council operated a risk-based approach with only high risk trees maintained and inspected.

The Head of Environment Services stated that the briefing note outlined the concept of producing a cross directorate, Trees and Woods Strategy. The Strategic Health Lead (City Planning) commented that the Woodland Trust had attended a recent meeting of the Council's Sustainability and Advisory Group. As a consequence, Councillors had requested that Officers investigate what the Council could do to help support their agenda. This had culminated in the decision to produce a Trees and Woodland Strategy. The proposals would be taken to the Sustainability and Advisory Group at their meeting at the end of January.

The Head of Environment Services referred to section four of the report, financial implications. Due to recent changes in Legislation and Civil Law, Environmental Services had been advised by Insurance and Risk Management that the tree inspection and maintenance regime needed to be increased from the current four-year programme to a two-year programme. Changing to a two year programme would come at a cost. Insurance & Risk Management had also advised that recent Court of Appeal Cases had removed any defence the Council could put forward, if the Council could not demonstrate a risk-based approach to the management of trees. They had recommended resources were directed at identifying trees where

there was a high risk in terms of potential exposure and that an inspection regime be implemented following the guidance in the cases. The current budget for the Highways Maintenance Tree Programme was £294,813.00. For parks, cemeteries and open spaces the budget was £40,201.00. As a result of the recent case law, more work was required on the implications. He commented that there was a tree replacement programme, which amounted to £10,000. There were several locations they were considering for the forthcoming year.

A Member of the Panel commented that he was aware of a person who had replaced the footpath, three times outside their property because of tree roots. He was also aware of someone registered blind, where the lack of light caused by trees was making it harder for them to see. He knew of an elderly person having to pick up a large amount of leaves in their small garden. He believed vulnerable persons and people with disabilities needed to receive special consideration and reasonable adjustments made in line with the Equalities Act. He gave the example of leaves on the footpath outside vulnerable people's households. The Cabinet Member for City Environment asked for the particular details of the footpaths to be shared by email and he would check if it was listed on the Autumn Leaf collection programme and its priority rating.

The Direct Works/Arboriculture Manager remarked that Sheffield Council had removed many of the trees in the City and had been fiercely criticised for the policy. City of Wolverhampton Council generally only removed trees if they were dangerous, dead or had become unmanageable.

Cllr Phil Bateman referred to the information in the briefing note, which stated that the average repudiation rate on insurance claims over the last three years was 85%. He asked Officers to write to him with the details of the cost for the remaining 15%. He also asked for Officers to provide him and the Panel with the amount of Tree Preservation Orders within the City of Wolverhampton Local Authority Area. The Strategic Health Lead responded that the Council did not put Tree Preservation Orders on trees the Council maintained but there were some on trees which the Council managed, for reasons such as the council acquiring land on which there was already a Tree Preservation Order in place.

The Cabinet Member for City Environment remarked that the Government had made some funding available for tree planting. Councils were able to bid for funding, but it had to be match funded. He praised the Council employees for their swift action during Storm Doris to remove the trees that were posing a hazard and the ongoing work completed by the team. Compared to other Local Authorities in the West Midlands he thought Wolverhampton ranked favourably in how they dealt with trees. He referred to the vast amount of information available on the Council's website regarding trees.

## 7 **Active Travel**

The Professional Lead for Transport Strategy presented a briefing note on Active Travel. The note set out the importance of Active Travel for Wolverhampton and identified the actions required to make it flourish. It described the context, which was a City with low levels of physical activity, congestion and air quality problems. All of these were detriments which active travel could help to overcome. The note outlined



the Council's current approach to strategic transport planning. The Council wanted all modes of transport to move better throughout the City including walking and cycling. A consultation was currently live on the A454 Eastern Gateway. They had worked hard with the designers to have a continuous cycle route through the whole scheme.

The Professional Lead for Transport Strategy commented on the situation in local neighbourhoods which included problems with parking and speeding, which deterred people from Active Travel. The note outlined some of the approaches that could be taken to resolve these issues, which included partnership working with the Police.

The Professional Lead for Transport Strategy highlighted the area of the note which detailed the positive action the Council were taking to promote active travel. He acknowledged that there was more work to be completed on how the Council monitored the progress on active travel.

The Public Health Consultant stated that there were three key issues with Active Travel, sustainability, public health and the general impact on air quality and the flow of traffic and functioning of the transport network in the City. It was important to understand the wider context of these issues and what improvement would look like. As an example she cited that one third of the population of Wolverhampton were classed as inactive, which meant less than 20 minutes of physical activity per week. They had concluded that an "Active Travel Needs Assessment" was required, which would be ready in time for the next meeting of the Panel in February 2019.

A Member of the Panel stated that he was very supportive of Active Travel. He asked if Active Travel could be linked to more routes such as the canal towpaths. In response the Professional Lead for Transport and Strategy commented that the Council had been working closely with the Canal and River Trust over the last four years as part of a programme titled, "Managing Short Trips." They had secured funding for expensive works on the towpaths. People could now access the towpath at Bentley Bridge and come into the City Centre on a properly surfaced path. People could also travel on a fully surfaced canal towpath from Wolverhampton City Centre to Birmingham. The towpaths were not lit and so they were only really for use during daylight hours.

**Resolved:** That an "Active Travel Needs Assessment" report be received by the Panel at the next meeting scheduled for 28 February 2019.

## 8 **Christmas Waste Collections**

The Service Director for City Economy gave a short presentation on the forthcoming Christmas waste collection service. For residents whose general waste would normally be collected on the Tuesday, which fell on Christmas Day and Wednesday, which fell on Boxing Day, their waste would be collected instead on the 27<sup>th</sup> and 28<sup>th</sup> of December. Dry recycling had always been fortnightly and there was no change compared to previous years. The Cabinet Member was keen to promote the free Christmas tree (real) collection service.

9 **Work Plan**

The Panel agreed to receive the, “Active Travel Needs Assessment” at the meeting scheduled for 28 February 2019. The Portfolio Holder Question and Answer Session would be moved to the meeting scheduled to take place on 11 April 2019.

Meeting closed at 7:35pm.

# Vibrant and Sustainable City Scrutiny Panel

28 February 2019

<b>Report title</b>	Evaluation of the Waste Management Delivery Plan	
<b>Cabinet member with lead responsibility</b>	Councillor Steve Evans City Environment	
<b>Wards affected</b>	All	
<b>Accountable director</b>	Ged Lucas, Strategic Director	
<b>Originating service</b>	Waste Services	
<b>Accountable employee(s)</b>	Ross Cook Tel Email	Service Director City Environment 01902 552368 <a href="mailto:Ross.cook@wolverhampton.gov.uk">Ross.cook@wolverhampton.gov.uk</a>
<b>Report to be/has been considered by</b>	City Environment Leadership Team	5 February 2019

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## Recommendations for noting:

The Scrutiny Panel is asked to note:

1. The successful implementation of the service changes within the agreed timetable and provide any feedback and comments of this and any future programme.

## **1.0 Purpose**

- 1.1 The purpose of this report is to update the panel on the progress of the service changes made to the council waste and recycling collection services

## **2.0 Background**

- 2.1 The council agreed to the service changes in February 2017.

Enterprise Managed Services Ltd (EMS) were the incumbent contractor and were not able to agree with the council the introduction of the changes.

The council agreed a ten-year Waste Strategy in June 2018

The Council concluded contractual relationships with contractor on 31 August 2018

The Panel received presentations by officers in relation to the proposed changes on the 12 July 2018 with an update on progress on the 6<sup>th</sup> December 2018.

## **3.0 Progress.**

### **3.1 Transfer of service**

The council commenced the process of transferring the service from the contractor in June 2018, this process involved the

- ✓ transfer of 170 staff based at 4 locations within the city
- ✓ procurement of £3.50 million of refuse collection vehicles
- ✓ the introduction of driver and vehicle telematic, route and service information systems.
- ✓ transfer of 2 000 business accounts for trade waste with a new in house built management software programme
- ✓ procurement of 20 000 garden waste bins
- ✓ building of new software solutions for garden waste, trade waste and document management.
- ✓ transfer of waste management permits through the Environment Agency for the operations in the Household Waste Recycling Centres and the Waste Transfer Station.
- ✓ The production and procurement of 23 new waste supply contracts for the HWRC and waste transfer operations
- ✓ Production and negotiated process of an Acceptable Waste Supply Agreement for 41,000 tonnes per annum for our Energy from Waste Plant (a contract previously contracted and managed by EMS).
- ✓ Development and introduction of new service structures and budgets

### 3.2 **Food Waste**

The service changes commenced in June 2018 with the cessation of the existing food waste service.

The council will be investigating fully alternate methods of reducing the food waste in the waste collection service.

The council will fully engage with the Government consultation in respect of the introduction separate food waste collections by 2023.

It was very apparent that the previous scheme was costly, inefficient and had very low levels of participation as well as being poorly received by the press.

The change to alternate weekly general waste collections commenced in October 2018 and the final round was changed in December 2018.

Key to any new scheme will be the Government's willingness to fund the service as it isn't affordable within the current council's finances.

### 3.3 **Garden Waste**

The free to use garden waste service concluded in November 2018

The new subscription-based garden waste service commenced on the 18<sup>th</sup> February 2019.

Collections will operate from February to December

Collections will be on the same day as the mixed dry recycling service

Residents were able to apply for the new service from October 2018.

The first 10,000 bins were delivered from 21 January to the 31 January 2019

Regular deliveries based on the agreed 28 day delivery timetable have now commenced

The 28 days is based on the legal requirement for a 14 day "cooling off period" and the time required to prepare and produce the customer pack and organise the delivery of the new bin.

We developed in house the IT system required to support the online subscription process

At the time of the report publication we have 20,000 customers and increasing daily.

### **3.4 General waste collection service**

The weekly service was migrated to an alternate week service between October and December 2018.

A major communication programme supported the operational changes which ranged from the delivery of detailed information packs to all households and day to day interface with media platforms

The service is now focused on working with all residents living in flats/ apartments to ensure they receive the most applicable service, this should be concluded by end March 2019.

### **3.5 Trade Waste Service**

The transfer of 2,000 customers including the migration into a new software solution, development of Agresso interfaces whilst preserving the customer based with effective communication and continuity of service.

The service will now be supported to extend the services to all 6 000 business customers in the City of Wolverhampton.

### **3.6 Household Waste and Recycling Centres**

The two HWRC we returned to the council on the 1<sup>st</sup> September and have been refreshed with new signs and lines to assist the users.

Work continues to develop the most suitable service to support the communities.

## **4.0 Questions for Scrutiny to consider**

4.1 none

## **5.0 Financial implications**

5.1 None as a result of this report

## **6.0 Legal implications**

6.1 None as a result of this report

## **7.0 Equalities implications**

7.1 None as a result of this report

## **8.0 Environmental implications**

8.1 None as a result of this report

**9.0 Human resources implications**

9.1 None as a result of this report.

**10.0 Corporate landlord implications**

10.1 None as a result of this report

**11.0 Schedule of background papers**

11.1 None

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# Briefing Note

CITY OF  
WOLVERHAMPTON  
Agenda Item No: 7

**Title:** 2018 budget funding - £60m 'greenery drive' to plant 10 million trees in England

**Prepared by:** Steve Woodward

**Job Title:** Head of Environmental Services

**Intended Audience:**

Internal

Partner organisation

Public

Confidential

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## Purpose or recommendation

To advise on the funding proposal announced following the Government's 2018 budget for more than 10 million trees to be planted across England with the injection of £60m of new funding over five years, as part of what the government billed as its "drive to preserve the country's greenery".

## Overview

£60m will be spent on planting millions more trees across England, including a project to plant new street and urban trees set to receive £10m, to be matched by contributions of funding and assistance from local authorities, community groups and charities. A further £50m goes to buy carbon credits from landowners who plant qualifying woodland. The Treasury said the latter would provide for an estimated 10 million new trees over the next 30 years.

As a key part of biodiversity and ecosystems, trees provide vital habitats for birds and other small wildlife, and in towns and cities have been shown to help residents' mental health.

England's tree-planting record is poor compared with other European countries. About 1.6 million trees were planted in England with government support in the 2017-2018 financial year, covering 895 hectares. By comparison, Scotland planted 7,100 hectares in the same period.

Conservationists have pointed out that because England's 120 million ash trees are threatened by ash dieback, a deadly fungus that arrived in 2012, the country is on track to suffer a net loss of trees over the next five years. The mix of species proposed to be planted under the government's new funding announcement will be decided later.

The bulk of the money, £50m, will pay landowners for planting trees that lock up carbon, which observers said raised questions over how accessible those woodlands would be to the public. That fund, the Woodland Carbon Guarantee scheme, should pay for 10 million new trees.

The other £10m will be targeted at planting in cities and towns and should fund at least 100,000 more trees.

The Woodland Trust, a conservation charity, said the money was a step in the right direction in terms of tackling climate change and wildlife losses, but not enough in total. "The problem is greater than just having the funds to deliver increased tree-planting.

RHS chief horticulturist Guy Barter commented on £10 million funding between 2019-20 and 2022-23 for local community street trees and urban trees announced in the Budget: "The £10 million for local authorities to plant more trees is a good first step towards greening grey Britain but it might only mean 25,000 are planted in towns and cities as a result of the scheme – just third of the number Manchester City Council already maintains.

"Trees not only hold pollutants, mitigate against noise and provide an invaluable home for wildlife, they can also capture up to 40% from a single rainfall event, reducing runoff and alleviating pressure on drainage systems that can result in localised flooding. However, it is important to consider the right tree for the right place and for councils to choose future-proof varieties – those best equipped to survive increasingly drier summers and wetter winters - work the RHS is already undertaking in its gardens."

### **Proposal/Options**

The £10m going towards planting urban trees is to be matched by contributions of funding and assistance from local authorities, community groups and charities.

Trees in urban environments provide valuable environmental services and enhance cities' green infrastructure. Urban trees can also improve amenity and property values, slow surface water run-off, and can help absorb air pollutants.

Environmental Services has a tree replacement budget of £10,000, mainly for street tree replacements however this will be offered up as part of agreed council savings.

Details about bidding for the funding as part of this initiative is not currently available and is yet to be formulated by the relevant Government department. We are, therefore, awaiting further information about how funding can be accessed.

## Scrutiny Work Programme

### Scrutiny Board

The Board will have responsibility for scrutiny functions as they relate to:

Combined Authority, Future Customer, Future Performance and Communications

Date of Meeting	Item Description	Lead Report Author	Notes
12.03.2019	Youth Council Annual Report  Terms and Conditions Employee Offer  Scrutiny Review of Flood Risk and Response  Quarter 2 Social Care, Public Health and Corporate Complaints Report  Cross Directorate supported Housing Strategy	Alice Vickers and Andrew Scragg  Gurpaven Hayer  Cllr Bateman  Sarah Campbell  Sarah Smith	
09.04.2019	Cyber Security  Centre for Public Scrutiny Accreditation  Conference/Training Event  Update on Scrutiny Reviews	Gail Ryder  Julia Cleary  Julia Cleary  Cllr Ahmed, Cllr Bateman, Cllr Brackenridge	

Other potential items: -

1. Constitutional Review – Call in and Council processes
2. Portfolio Holder for Governance Questions and Answer Session
3. Leader Q & A Session

### **Scrutiny Reviews**

1. Fire Safety - Ongoing
2. Flooding and Emergency Response – Cllr Bateman in chair.
3. Reducing Violent Crime – Cllr Ahmed in Chair.
4. Mini Scrutiny Reviews with Youth Council based on Make Your Mark
5. Autism
6. Review into CAMHS
7. Mini Review Transport Recommendations – invite Transport Police, Anti-Social Behaviour Officers and Safer Travel Team.

### **Scrutiny Board – Terms of Reference**

- a. To arrange for the consideration of forthcoming Executive Decisions published in accordance with the Access to Information Procedure Rules with a view to identifying issues for early discussion with the Cabinet and/or scrutiny prior to decisions being made.
- b. The Board will oversee the operation of the [call-in mechanisms](#) with the Panels being responsible for hearing those call-ins related to their terms of reference. When the call-in relates to an overarching policy framework / budget issue or a matter that falls within the remit of more than one scrutiny panel it will default to the Scrutiny Board. Further, if the issue is considered to be of particular significance, either the Chair or Vice Chair of the Scrutiny Board can ask for it to come to the Board.
- d. The Board will 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 named Panels.

- e. The Board will ensure coherence between the policy development work of the named Panels and their role in the consideration of reports received from external auditors and external regulatory Inspectors.
- f. The Board will make recommendations to the Cabinet on the allocation of budgetary and employee resources held centrally for the purpose of supporting scrutiny work.
- g. The Board will ensure that good practices and methods of working are shared between Panels and in particular will seek to optimise the inclusion of citizens, partners and stakeholders in the work of Scrutiny.
- h. The Board will review or scrutinise non-Cabinet business and may make reports or recommendations to the Council. The Board will consider policy and due process and will not scrutinise individual decisions made by Regulatory or other Committees particularly those quasi-judicial decisions relating to development control, licensing etc. which have been delegated by the Council. The Board will not act as an appeal body in respect of non-Cabinet functions.
- i. The Board will oversee the work of any Councillors appointed to act as lead members or 'champions' in respect of any specific priority tasks or areas of policy development identified by the Council.
- j. The Board or another relevant scrutiny panel will consider any petition that contains 2,500-4,999 signatures with a view to making recommendations for action by employees or review by the Executive as appropriate.
- k. The Board will undertake the tracking and monitoring of scrutiny review recommendations.
- L. The Board will oversee the coordination of the budget scrutiny process.

**Confident, Capable Council Scrutiny Panel Work Programme 2018-19**

The Panel has responsibility for Scrutiny functions as they relate to, Strategic Financial Services, Revenues and Benefits, Strategic Procurement, The HUB, Audit, Human Resources, Corporate Administration, Democracy, Corporate Landlord, Transformation and ICT

<b>Date of Meeting</b>	<b>Item Description</b>	<b>Lead Report Author</b>	<b>Notes</b>
10.04.2019	<ul style="list-style-type: none"> <li>Assessment and evaluation of the Smart Working Policy</li> </ul>	Denise Pearce, Head of Human Resources	<p><i>13.6.18 That the Scrutiny Panel undertake an assessment and evaluation of the Smart Working Policy at the meeting of the Panel scheduled for the 10 April 2019.</i></p> <p><i>Information on performance management and data on appraisals should also be included as part of the report.</i></p>
	<ul style="list-style-type: none"> <li>Print and Design Service and use of external printing service</li> </ul>	Gail Rider, Head of ICT	The Head of ICT to lead work to undertake detailed market research about the competitiveness of the current Print and Design Service and use of external printing service across the Council
	<ul style="list-style-type: none"> <li>Legal Services Private Work</li> </ul>	Kevin O'Keefe, Director of Governance	
	<ul style="list-style-type: none"> <li>Customer Services Journey – report by exception</li> </ul>	Lisa Taylor, Head of Customer Services	An update on the implementation of the Future Customer Service Operating Model
	<ul style="list-style-type: none"> <li>Draft Work Programme</li> </ul>	Earl Piggott-Smith, Scrutiny Officer	

**Future Items – dates tbc**

1. Training session on treasury management. This training is being organised by Organisation Development Welfare Reform Impact – Briefing Paper Shaun Aldis (Wolverhampton Homes).
2. Cabinet Member for Resources - Portfolio Holder Session with Q & A and outline of key priorities – 12.6.19
3. Chair of Audit and Risk Committee to be invited to brief panel on current and future work priorities - 12.6.19 and to present progress report to the panel on 4.9.19.

The purposes of the Audit Committee are to provide independent assurance of the adequacy of the risk management framework and the associated control environment, independent scrutiny of the authority's financial and non-financial performance to the extent that it affects the authority's exposure to risk and weakens the control environment, and to oversee the financial reporting process.

4. Universal Credit – suggestion that this is a topic for the city-wide briefing session on 3.7.19
5. Demonstration of the Proposed Future Customer Service Operating Model - April 2019

## Stronger City Economy Scrutiny Panel Work Programme

The Panel will have responsibility for Scrutiny functions as they relate to - Enterprise and Skills, City Development, Visitor Economy, Adult and Cultural Learning, Economic Inclusion and Service Development.

Date of Meeting	Item Description	Lead Report Author	Notes
02.04.2019	<ul style="list-style-type: none"> <li>• Improving the Public Realm, linking the City and Transport - to invite the Vibrant and Sustainable City Scrutiny Panel</li> <li>• Branding and Marketing Strategy for the City of Wolverhampton</li> <li>• Brexit</li> </ul>	<p>John Roseblade / Richard Lawrence</p> <p>Isobel Woods</p> <p>As appropriate</p>	<p>Include outcome of Westside Link Phases 1 and 2 - outcome of consultation</p> <p>Presentation</p> <p>Briefing Note</p> <p>Verbal Update</p>

Other Potential items: -

1. Policy implications from West Midlands Combined Authority/Regional/National or International Sources
2. How do we monitor our communications?
3. Skills and Employment
4. Meeting in June 2019 – Annual Review of the work of the Stronger City Economy Scrutiny Panel
5. Budget Consultation as per resolution
6. Volunteering in the City



### Vibrant and Sustainable City Scrutiny Panel Work Programme

The Panel will have responsibility for Scrutiny functions as they relate to: -

Operational Services, Public Realm, Commercial Services, Regulatory Services (policy), City Housing, Planning (policy), Strategic Transport, Keeping the city clean, Keeping the city moving, Improving the city housing offer and Strategic Asset Management.

Date of Meeting	Item Description	Lead Report Author	Notes
28.02.2019	<ul style="list-style-type: none"> <li>• Evaluation of Waste Management Delivery Plan</li> <li>• Active Travel Needs Assessment</li> <li>• WV Active – Will be a Presentation</li>   <li>• Budget Funding - £60M to Plant Trees</li> </ul>	Ross Cook  John Denley  Sean McBurney  How well are WV Active doing at meeting their targets?  Steve Woodward	
11.04.2019	<ul style="list-style-type: none"> <li>• Environmental Services Customer Satisfaction - Survey Results</li>   <li>• City Housing Strategy</li> </ul>	Steve Woodward  Kate Martin	

**Potential Future Items: -**

1. The Condition of the Roads (Including Potholes) in Wolverhampton
2. Street Scene Team – Resourcing and Remuneration for being on-Call
3. Full review of Housing Allocations Policy (Mila Simpson) – Possible September 2019 meeting
4. Private Sector Housing (June 2019 Meeting)
5. Burial Places in Wolverhampton (As requested by Health Scrutiny Panel) (Provisional - September 2019)
6. Crematorium booking system, waiting times and delays particularly during the winter season (As requested by Health Scrutiny Panel) (Provisional – September 2019)
7. Portfolio Holder Session with Q & A – Cllr Steve Evans

## Health Scrutiny Panel

The Panel will have responsibility for Scrutiny functions as they relate to: -

- All health-related issues, including liaison with NHS Trusts, Clinical Commissioning Groups, Health and Wellbeing Board and Healthwatch.
- All functions of the Council contained in the National Health Service Act 2006, to all regulations and directions made under the Health and Social Care Act 2001, the Local Authority (Overview and Scrutiny Committees Health Scrutiny Functions) Regulations 2002,
- The Health and Social Care Act 2012 and related regulations.
- Reports and recommendations to relevant NHS bodies, relevant health service providers, the Secretary of State or Regulators.
- Initiating the response to any formal consultation undertaken by relevant NHS Trusts and Clinical Commissioning Groups or other health providers or commissioners on any substantial development or variation in services.
- Participating with other relevant neighbouring local authorities in any joint scrutiny arrangements of NHS Trusts providing cross border services.
- Decisions made by or actions of the Health and Wellbeing Board.
- Public Health – Intelligence and Evidence
- Public Health – Health Protection and NHS Facing
- Public Health - Transformation
- Public Health – Commissioning
- Healthier City
- Mental Health
- Commissioning Mental Health and Disability
- HeadStart Programme

Date of Meeting	Item Description	Lead Report Author	Notes
21.03.2019	<ul style="list-style-type: none"> <li data-bbox="394 233 936 347">• Mortality and Learning from deaths in Wolverhampton – update</li>   <li data-bbox="394 539 936 643">• GP appointment waiting times – involve Wolverhampton Healthwatch</li>   <li data-bbox="394 730 936 762">• Cancer Treatment Services</li>   <li data-bbox="394 882 936 914">• Eye and Hearing Checks</li>     <li data-bbox="394 1177 936 1369">• Black Country Partnership NHS Foundation Trust – Transforming Care Partnership – update and Quality Accounts 2018/19 – progress against priorities</li> </ul>	<p data-bbox="958 233 1417 304">Dr Odum, The Royal Wolverhampton NHS Trust</p> <p data-bbox="958 520 1417 592">Wolverhampton CCG and Healthwatch</p> <p data-bbox="958 679 1417 751">The Royal Wolverhampton NHS Trust</p> <p data-bbox="958 839 1417 879">Molly Dillon (CCG)</p> <p data-bbox="958 903 1417 975">Neeraj Malhotra (City of Wolverhampton Council)</p> <p data-bbox="958 999 1417 1038">Sandra Smith (CCG)</p> <p data-bbox="958 1190 1417 1262">Tony Smiley – Compliance Lead</p> <p data-bbox="958 1286 1417 1358">Lesley Writtle, Black Country Partnership</p>	<p data-bbox="1440 536 2029 576"><a href="http://www.wolverhampton.gov.uk/health">http://www.wolverhampton.gov.uk/health</a></p> <p data-bbox="1440 839 1671 879">David Loughton</p>

<p>6 June 2019</p>	<ul style="list-style-type: none"> <li>• Suicide Prevention</li> <li>• Child Deaths</li> <li>• Ward sizes, age, transition arrangements for a young person moving to an adult ward</li> <li>• Public Health Vision – Review of Progress against national performance targets</li> </ul>	<p>Parpinder Singh Public Health</p> <p>The Royal Wolverhampton NHS Trust</p> <p>Public Health</p>	
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**List of potential topics - dates and method of scrutiny to be agreed by the panel**

1. West Midlands Ambulance Service - Quality Accounts - (tbc)
2. The Royal Wolverhampton NHS Trust - Quality Accounts– September 2019 (Provisional)
3. Black Country Partnership NHS Foundation Trust – Quality Accounts – (tbc)
4. Reconfiguration of hyper acute and acute stroke services – CCG / RWT
5. Pharmaceutical Ordering
6. Item on the review of the impact of the new Medical Examiner Role and the Registrar’s Office at Newcross Hospital
7. Maternity Services – Quality Assurance

### Adults and Safer City Scrutiny Panel

The Panel will have responsibility for scrutiny functions as they relate to: -

Older people assessment and care management, Financial support services, Community Safety, Libraries and community hubs, Independent living centre, Commissioning older people, Carers support and All age disabilities.

Date of Meeting	Item Description	Lead Report Author	Notes
26.03.2019	<ul style="list-style-type: none"> <li>Principal Social Worker Annual Report</li> </ul>	Louise Haughton, Principal Social Worker	Review progress of work done to promote and improve the quality of social work practice and outline priority areas for action
	<ul style="list-style-type: none"> <li>Quality Assurance Compliance Update</li> </ul>	Louise Haughton, Principal Social Worker	An update on the Council's arrangements for monitoring the quality of registered care services.
	Midland Extra Care Retender	Ann Riley, Lead Commissioner People	
	<ul style="list-style-type: none"> <li>Sufficiency of the Extra Care Provision in the City – pre-decision scrutiny</li> </ul>	Ann Riley, Lead Commissioner People	
	<ul style="list-style-type: none"> <li>Blue Badge Scheme</li> </ul>	Saty Sandhu, Operations Manager Place	A report on the administration and performance of the blue badge application. The report to include details of the number of applications, how many processed during the previous six months, the process for dealing with the applications.

	<ul style="list-style-type: none"> <li>• Draft work programme</li> </ul>	Earl Piggott-Smith, Scrutiny Officer	
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**Future topics 2019/20**

1. Youth Justice Plan to be presented to panel on 19.6.19 – CYPF to be invited to the meeting
2. Transforming Care - Annual Report 2019 – 11.6.19 – Ann Riley, Lead Commissioner People
3. Quality Assurance Homes – 11.6.19 – Veronica Grantham
4. Joint Dementia Strategy – 11.6.19
5. Adult Education Service - the annual review and revision to Adult Education's Fees Policy for courses enrolled on by residents 24.9.19 -  
– Joanne Keatley, Head of Adult Education
6. Adult Education Service – progress on preparation for the transfer of adult education budget from Skills Funding Agency to WMCA in April 2020 – Joanne Keatley, Head of Adult Education – 24.9.19
7. Keeping people well in their community: Physical and Mental Health and Wellbeing - Dr. Ankush Mittal - Consultant in Public Health
  - Lead on population approaches to maximise the coverage of NHS Health Checks and Cancer Screening
  - Support local arrangements to optimise pathways for chronic disease diagnosis and management
  - Support key partners with population approaches to falls prevention
  - Lead on population approaches to healthy diets and active lifestyles in older age
  - Support local systems to identify and meet mental health needs in older age, and promote a dementia friendly city
8. Keeping people well in their community: Socio-Economic Health and Wellbeing - Dr. Ankush Mittal - Consultant in Public Health
  - Support population approaches to address social isolation
  - Support safeguarding and community safety teams to keep older adults safe in their homes and communities
  - Support key partners with population approaches to improved housing and home economies for older adults
  - Support safeguarding teams protecting older adults from financial exploitation
9. Keeping people well in their community: Community Offer - Dr. Ankush Mittal - Consultant in Public Health
  - Lead on community engagement as part of the Council's Community Offer development

10. Keeping people well in their community: Carer Health and Wellbeing - Dr. Ankush Mittal - Consultant in Public Health
- Work with carer support services and wider partners to meet the health and wellbeing needs of carers

11. Mandated Function: Health Protection

- Lead on population approaches to maximise the coverage of key immunisations, especially flu vaccine
- Support and assure local emergency preparedness, resilience and response systems with DPH
- Lead on community arrangements for reducing the transmission of infectious disease, especially influenza, TB and HIV
- Support local air quality planning, protecting the population from the ill health effects of pollutants

12. Loneliness - Parmdip Dhillon Public Health

Briefing notes for distribution via the Document Library:

1. Fatal Contraband and Alcohol - Update requested from meeting in July 2016 – Sue Smith agreed to lead
2. Crime Reduction and Community Safety and Drugs Strategy Update – request from meeting held in July 2017 – Karen Samuels and David Watts
3. Supporting a Safe and Seamless Transfer from Specialist Care or Hospital Setting – Update to be provided following meeting on 31 January 2017 (David Watts).
4. Better Care Fund – Update requested at meeting held on 31 January 2017.
5. Dementia City – Update on how GP services could be improved, any identified strengths and weaknesses and if possible data on which GPs were reporting incidents – lead Kathy Roper



## Children, Young People and Families Scrutiny Panel

The Panel will have responsibility for scrutiny functions as they relate to: -

Children in need/child protection, Looked after children, Early help 0-5, Early help 5-18, Youth offending, Children's commissioning, School planning and resources and Standards and vulnerable pupils.

Date of Meeting	Item Description	Lead Report Author	Notes
27.03.2019	• Autism Strategy Progress Report	Rob Hart, Head of Inclusion Support	The panel to review progress in the delivery of Wolverhampton's Joint Autism Strategy
	• Children's Social Care Self Evaluation	Louise Haughton	
	• Youth Council Annual Report – pre-decision scrutiny	Alice Vickers, Corporate Parenting Officer	
	• Participation Strategy – pre-decision scrutiny	Alice Vickers, Corporate Parenting Officer	

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Long list of topics - dates for presentation and method of scrutiny to be agreed

1. Supporting Unaccompanied Asylum-Seeking Children
2. Mental Health Issues/CAMHS (Emma Bennett/CCG)
3. Unregistered independent schools and out of school settings
4. Youth Justice Plan 2018-2019 – action plan – proposed joint meeting with Adults and Safer City Scrutiny Panel on 19.6.18
5. Apprenticeship educational requirements
6. Early Help Strategy 2018-2022
7. HeadStart Sustainability Planning Update - 19.6.19 Mai Gibbons HeadStart Contracts Manager/Andrew Wolverson. The panel to review progress the delivery of the objectives and priorities detailed in the plan and also work done to develop a strategy for April 2019

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