

**Article 7 – Overview and Scrutiny Arrangements**

**Scrutiny Board**

**Strategic oversight**

- Major infrastructure projects that crosscut Scrutiny Panels
- West Midlands Combined Authority interface and the work of their Scrutiny Committee. Interface for the purposes of Scrutiny Board is defined, as including the relationship and interactions the Council has with the Combined Authority, particularly strategy and policy impacting on Wolverhampton.
- MTFS
- Overall performance
- Our City, Our Plan, the council’s strategic framework for levelling up
- Pre-Decision – If an item needs to come for pre-decision, which cannot go to the relevant Scrutiny Panel for logistical reasons such as timing or the agenda already being at capacity, then Scrutiny Board can instead consider the item. Some pre-decision items may always need to come to Scrutiny Board such as the MTFS.
- Call In
- Petitions
- Wolverhampton Pound
- Oversight of Select Committee Work – reporting on outcomes. Scrutiny Review Groups and Select Committees should clearly state in their terms of reference if they should report to the parent Scrutiny Panel or Scrutiny Board. To avoid duplication, it should not be both.

**Scrutiny Panels**

<p><b>Adults</b></p> <p><b>KPIs and Our Council: Our Plan Priorities</b></p>	<ul style="list-style-type: none"> <li>• Support the Health and Social Care system to respond to and recover from Covid-19</li> <li>• Maximise independence for people with care and support needs</li> <li>• Work as a system to make sure that people get the right support at the right time</li> <li>• % of older people (aged 65 and older) who were still at home 91 days after discharge from hospital into reablement/rehabilitation services</li> <li>• % of adults with learning disabilities in paid employment</li> <li>• % of social care users supported to remain in their own homes</li> <li>• % of adults who use services who say social care services help them to feel safe and secure</li> <li>• % of adults in receipt of long-term services who are in control of their own lives</li> </ul>
<p><b>Children and Young People</b></p> <p><b>KPIs and Our Council: Our Plan Priorities</b></p>	<ul style="list-style-type: none"> <li>• Ensuring that children have the best start in life and good early development</li> <li>• Ensuring high quality education that closes the attainment gap</li> <li>• Ensuring that children and young people grow up happy with good physical, social and mental health, and wellbeing</li> <li>• Ensuring that every young person in the city is equipped for adulthood with life skills and ready for work</li> <li>• Ensuring that families are strengthened where children are vulnerable or</li> </ul>

## Article 7 – Overview and Scrutiny Arrangements

	<ul style="list-style-type: none"> <li>at risk</li> <li>•% of Early Years and Childcare settings rated Good or Outstanding</li> <li>•% of take up of 2-year-olds benefitting from early education</li> <li>•% of schools in the city that are rated Good or Outstanding</li> <li>•Average Attainment 8 score per pupil</li> <li>•% gap in Attainment 8 score gap between advantaged and disadvantaged children</li> <li>•% of 16 and 17 year-olds with SEND in education, employment, or training</li> <li>•% of care leavers in education, employment, or training</li> <li>•First time entrants into the Youth Justice System per 10,000 population</li> <li>•Rate of children open to social care per 10,000 population under 18</li> <li>•% of repeat referrals into Childrens Social Care with 12 months</li> <li>•% of children and young people in care who have had 3 or more placements in the year</li> <li>•% of EHC plans issued within 20 weeks</li> </ul>
<p><b>Climate Change, Housing and Communities</b></p> <p><b>KPIs and Our Council: Our Plan Priorities</b></p>	<ul style="list-style-type: none"> <li>• Work together to deliver more new homes</li> <li>• Ensuring safe and healthy homes for all</li> <li>• Ensuring access to a secure home</li> <li>• Ensuring clean, green neighbourhoods and public space</li> <li>• Well-connected businesses and residents</li> <li>• Number of new builds completed in the city</li> <li>• Net additional dwellings in the city</li> <li>• % of dwelling stock that is vacant in the city</li> <li>• Housing affordability ratio</li> <li>• Total crime recorded per 1000 population</li> <li>• % of planning application decisions made with 13 weeks or agreed timescales</li> <li>• Number of homeless families moved into secure housing</li> <li>• Energy efficiency of housing stock</li> <li>• % fly tipping incidents resolved in 5 working days</li> <li>• % of trees on public land serviced every two years</li> <li>• % of carriageways in city assessed as high quality</li> <li>• Number of people receiving specialist domestic abuse support in the community to prevent further harm</li> <li>• Number of domestic abuse cases referred to Multi Agency Risk Assessment Conference (MARAC)</li> <li>• WV Active membership numbers with breakdown by- long term health conditions, disabilities, low socioeconomic groups, minority ethnic groups</li> <li>• % Domestic Abuse related incidents and crimes</li> </ul>
<p><b>Economy and Growth</b></p> <p><b>KPIs and Our Council: Our Plan Priorities</b></p>	<ul style="list-style-type: none"> <li>• Help create good quality local jobs</li> <li>• Working in partnership to support local people into work and better jobs</li> <li>• Ensuring flexible skills systems which support local businesses to grow and residents to access good jobs</li> <li>• Supporting local businesses to start up, scale up and thrive</li> <li>• Attracting new investment which brings social and economic benefit to all</li> </ul>

## **Article 7 – Overview and Scrutiny Arrangements**

	<ul style="list-style-type: none"> <li>• Creating vibrant high streets with quality culture and leisure offers</li> <li>• Growing the low carbon and circular economy</li> <li>• Number of working age adults (16-64) claiming unemployment benefits</li> <li>• Number of young adults (18-24) claiming unemployment benefits</li> <li>• Level of 16 &amp; 17 year old NEETS</li> <li>• Number of jobs created / safeguarded in the city through the Investment Team</li> <li>• % Local Authority spend on apprenticeship levy</li> <li>• Number of apprentices and graduate placements within the council</li> <li>• Empty properties in the city centre</li> <li>• Business that survive one year in city</li> <li>• Businesses that survive five years in the city</li> <li>• % of premises in the city with full fibre coverage</li> <li>• Number of rapid charging electric car points in the city</li> <li>• Wolverhampton based businesses supported by the Council</li> <li>• <u>New investment opportunities generated by the Council</u></li> </ul>
<p style="text-align: center;"><b>Health</b></p> <p><b>KPIs and Our Council: Our Plan Priorities</b></p>	<ul style="list-style-type: none"> <li>• Keep residents safe by containing and reducing the spread of Covid-19</li> <li>• Close the gap on healthy life expectancy</li> <li>• Help people live happier more active lives</li> <li>• Protect vulnerable people at risk of harm and exploitation</li> <li>• Inclusive, welcoming communities where people feel safe and look out for each other</li> <li>• Alcohol specific mortality per 100,000</li> <li>• % of physically inactive adults (Public Health Outcomes Framework)</li> <li>• % of less active children (Active Lives Survey)</li> <li>• Suicide rate (all persons) per 100,000</li> <li>• % of 40-74 year olds attending offered health checks</li> <li>• Number of individuals in treatment for alcohol (increase)</li> <li>• Number of successful completions of alcohol treatment (no representation - increase)</li> <li>• Number of alcohol detoxes (increase in referred, initiated, and completed)</li> <li>• Narrowing the gap in % of adult residents in the city who have received their Covid-19 vaccination</li> <li>• Number of 'free' activities for CYP in the city and uptake by- long term health conditions, disabilities, low socioeconomic groups, minority ethnic groups Number of referrals to physical activity opportunities by a health professional</li> </ul>
<p><b>Resources and Equalities</b></p> <p><b>KPIs and Our Council: Our Plan Priorities</b></p>	<ul style="list-style-type: none"> <li>• Measuring Success</li> <li>• Our City Our Plan – Our Council Programme</li> <li>• Our Assets</li> <li>• Our Data</li> <li>• Our Digital</li> <li>• Our Money</li> <li>• Our People</li> <li>• Our City: Our Plan – PRIDE values</li> <li>• Wolverhampton Pound</li> <li>• Gender pay gap of council employees</li> </ul>

## **Article 7 – Overview and Scrutiny Arrangements**

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|  | <ul style="list-style-type: none"><li>• Ethnicity pay gap of council employees</li><li>• Customer Service call wait times</li><li>• Sickness absence rates</li><li>• Employee turnover rate</li><li>• Spend with local businesses</li><li>• Overall, how well informed do you think your council keeps residents about the services and benefits it provides? (LGA Resident Satisfaction Survey)</li></ul> |
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### **7.1 Purpose**

1. The Council is required by Law to discharge certain overview and scrutiny functions. These functions are an essential component of local democracy. Overview and Scrutiny Committees should be powerful committees that can contribute to the development of Council policies and also hold the Cabinet to account for its decisions. Another key part of the overview and scrutiny role is to review existing policies, consider proposals for new policies and suggest new policies.
2. Overview and scrutiny should be carried out in a constructive way and should aim to contribute to the delivery of efficient and effective services that meet the needs and aspirations of local inhabitants. Overview and Scrutiny Committees should not shy away from the need to challenge and question decisions and make constructive criticism.

### **7.2 Scrutiny Board**

In order to achieve this, the Council have appointed a Scrutiny Board and a number of Scrutiny Panels which between them will: -

- a. review or scrutinise decisions made or actions taken in connection with the discharge of any of the Council's functions whether by the Cabinet or another part of the Council or any of its Committees;
- b. make reports or recommendations to the Council or the Cabinet in connection with the discharge of any functions;
- c. consider any matter which affects the Council's area or its inhabitants; and
- d. exercise the right to call in for reconsideration decisions made but not yet implemented by the Cabinet and Officers.

The Council or the Leader or the Cabinet or the Scrutiny Board may from time to time establish such other committees or sub-committees as it sees fit.

## **Article 7 – Overview and Scrutiny Arrangements**

The leadership and co-ordination of the Council's scrutiny function will be the responsibility of the Scrutiny Board. The Board's terms of reference will be:

### **7.3 Terms of reference**

- a. When scrutinising the work of the Cabinet the Board will have the same terms of reference as the six Panels set out below.
- b. 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.
- c. 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.

## **Article 7 – Overview and Scrutiny Arrangements**

- 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.

### **7.4 Specific responsibilities**

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

- Co-ordinate the Scrutiny Work Programme
- Major infrastructure projects that crosscut Scrutiny Panels
- West Midlands Combined Authority interface and the work of their Scrutiny Committee. Interface for the purposes of Scrutiny Board is defined, as including the relationship and interactions the Council has with the Combined Authority, particularly strategy and policy impacting on Wolverhampton.
- MTFS
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- Our City, Our Plan, the council's strategic framework for levelling up
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- Call In
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#### **a. Adults Scrutiny Panel**

##### **Scope**

The scrutiny of:

- Services for older and vulnerable adults
- Local safeguarding arrangements for adults

##### **General responsibilities**

As detailed in the Overview and Scrutiny procedural Rules.

## **Article 7 – Overview and Scrutiny Arrangements**

### **Specific responsibilities**

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

- Ensuring that the Health and Social Care system to respond to and recover from Covid-19
- Ensuring independence for people with care and support needs
- Ensuring that people get the right support at the right time
- Ensuring the health and care reform agenda is delivered for people in Wolverhampton
- Protecting vulnerable people at risk of harm and exploitation

### **b. Children and Young People Scrutiny Panel**

#### **Scope**

The scrutiny of:

- Provision of all local authority services for children and young people including education, early intervention and prevention, social care, special needs and commissioned services.
- Children’s safeguarding including child exploitation.

#### **General responsibilities**

As detailed in the Overview and Scrutiny procedural Rules.

#### **Specific responsibilities**

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

- Ensuring that Children have the best start in life and good early development
- Ensuring high quality education that closes the attainment gap
- Ensuring that children and young people grow up happy with good physical, social and mental health and wellbeing
- Ensuring that every young person in the city is equipped for adulthood with life skills and ready for work
- Ensuring that families are strengthened where children are vulnerable or at risk.

### **c. Climate Change, Housing and Communities Scrutiny Panel**

#### **Scope**

The scrutiny of:

- Vibrant sustainable communities where people feel proud to live
- Keeping neighbourhoods, city infrastructure and the environment clean
- Improving city housing

## **Article 7 – Overview and Scrutiny Arrangements**

- Cultural and leisure services
- Community Safety (Designated Statutory Panel)

### **General responsibilities**

As detailed in the Overview and Scrutiny procedural Rules.

### **Specific responsibilities**

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

- Community safety (Designated Statutory Panel)
- Ensuring inclusive, welcoming communities where people feel safe and look out for each other
- Delivering more new homes
- Ensuring safe and healthy homes for all
- Ensuring access to a secure home
- Ensuring clean, green neighbourhoods and public space
- Well-connected businesses and residents

### **d. Health Scrutiny Panel**

#### **Scope**

The scrutiny of health provision in accordance with the Health and Social Care legislation and Government guidance.

#### **General responsibilities**

As detailed in the Overview and Scrutiny procedural Rules.

#### **Specific responsibilities**

- Closing the gap on healthy life expectancy
- Ensuring people live happier more active lives

The Panel will have responsibility for scrutiny functions as they relate to the scrutiny of health provision in accordance with relevant legislation and Government guidance.

The Panel will look at Health related issues in partnership with:

- Public Health
- NHS
- ICB/ICP/ICS
- Health and wellbeing Board
- Healthwatch
- Neighbouring Authorities



**e. Economy and Growth Scrutiny Panel**

**Scope**

The scrutiny of policies to attract and retain new businesses and employment in the context of sustainable economic and environmental regeneration.

**General responsibilities**

As detailed in the Overview and Scrutiny procedural Rules.

**Specific responsibilities**

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

- Creating good quality local jobs
- Working in partnership to support local people into work and better jobs
- Ensuring flexible systems which support local businesses to grow and residents to access good jobs
- Supporting local businesses to start up, scale up and thrive
- Attracting new investment which brings social and economic benefit to all
- Creating vibrant high streets with quality culture and leisure offers
- Growing the low carbon and circular economy
- To measure progress against the Strategic Economic Plan

**f. Resources and Equality Scrutiny Panel**

**Scope**

The scrutiny of organisation and performance of the human, financial, technical and material resources to support the delivery of Council services.

**General responsibilities**

As detailed in the Overview and Scrutiny procedural Rules.

**Specific responsibilities**

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

- Measuring success
- our people/workforce
- fairness and inclusion including equalities
- our digital
- our data
- our money including procurement
- strategic assets

## **Article 7 – Overview and Scrutiny Arrangements**

The Scrutiny Board will comprise 13 members are appointed at full council, plus any additional members as the Council may see fit to appoint. Members of the Cabinet may not be members of the Scrutiny Board and its Sub-Committees.

### **7.5 Specific Functions**

#### **Policy Development and Review**

The Scrutiny Board and its Panels may:-

- a. assist the Council and the Cabinet in the development of its budget and policy framework by in depth analysis of policy issues;
- b. conduct research, community and other consultation in the analysis of policy issues and possible options;
- c. question members of the Cabinet and/or Committees and Chief Officers from the Council about their views on issues and proposals affecting the area;
- d. liaise with other external organisations operating in the area, whether national, regional or local, to ensure that the interest of local people are enhanced by collaborative working; and
- e. consider the impact of policies to assess if they have made a difference.

Scrutiny. The Scrutiny Board and its Panels may:-

- a. review and scrutinise the decisions by and performance of the Cabinet and/or Committees and Council Officers in relation to individual decisions and over time;
- b. review and scrutinise the performance of the Council in relation to its policy objectives, performance targets and/or particular service areas;
- c. question members of the Cabinet and/or Committees and Chief Officers from the Council about their decisions and performance, whether generally in comparison with service plans and targets over a period of time, or in relation to particular decisions, initiatives or project;
- d. make recommendations to the Cabinet and/or appropriate Committee and/or Council arising from the outcome of the scrutiny process;
- e. review and scrutinise the performance of other public bodies in the area and invite reports from them by requesting them to address the Scrutiny Board or its Panels and local people about their activities and performance; and
- f. question and gather evidence from any person (with their consent).

## ***Article 7 – Overview and Scrutiny Arrangements***

### **7.6 Proceedings of the Scrutiny Board and Scrutiny Panels**

The Scrutiny Board and Scrutiny Panels will conduct their proceedings in accordance with the Overview and Scrutiny Procedure Rules set out in Part 4.

### **7.7 Annual Report**

- a. The Scrutiny Board will present an annual report to the Council.
- b. The Annual Report will contain information on the work done by the Board or panels over the past year and recommendations for work to be done in the year to come.

### **7.8 Designation of Statutory Scrutiny Officer**

The Electoral Services and Scrutiny Manager is designated as the Council's Statutory Scrutiny Officer whose function is:

- a. to promote the role of the authority's Scrutiny Board and panels;
- b. to provide support to the authority's Scrutiny Board or panels and the members of that committee or those committees;
- c. to provide support and guidance to—
  - members of the authority,
  - members of the executive of the authority, and
  - employees of the authority,

in relation to the functions of the authority's Scrutiny Board or Panels.

### **7.9 Quorum**

The quorum for a meeting of the Scrutiny Board shall be one quarter of the number of voting members of the Overview and Scrutiny Committee.

The quorum for a meeting of the Scrutiny Panel's shall be one quarter of the number of voting members of the relevant Panel/ Select Committee.

### **7.10 Substitutes**

The leaders of the political groups may notify the Monitoring Officer and the Clerk to the meeting of substitutes, of Councillors from their party, to attend Scrutiny Board/Scrutiny Panel/Select Committee in place of members of their party where the relevant member is unable to attend.

## ***Article 7 – Overview and Scrutiny Arrangements***