

Scrutiny Board

17 January 2017

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 Patricia Patten (Con)

Labour

Cllr Ian Angus
Cllr Paula Brookfield
Cllr Peter O'Neill
Cllr Rita Potter
Cllr Jacqueline Sweetman
Cllr Philip Bateman
Cllr Greg Brackenridge
Cllr Jasbir Jaspal
Cllr Rupinderjit Kaur
Cllr Louise Miles

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:

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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** (Pages 3 - 8)
[To approve the minutes of the previous meeting as a correct record.]
- 4 **Matters arising**

DISCUSSION ITEMS

- 5 **Scrutiny Review - Update on the Review into Electoral Registration and Participation** (Pages 9 - 16)
[To review the progress made in respect of the actions and recommendations arising from the scrutiny review in 2016.]
- 6 **Update on the West Midlands Combined Authority** (Pages 17 - 24)
[To receive an update on the Combined Authority from Rachel Ratcliffe - Programme and Policy Officer.]
- 7 **Work programme** (Pages 25 - 30)
[To consider the Board's work programme for future meetings.]

Attendance

Members of the Scrutiny Board

Cllr Ian Angus
Cllr Peter O'Neill
Cllr Stephen Simkins (Chair)
Cllr Jacqueline Sweetman
Cllr Philip Bateman
Cllr Greg Brackenridge
Cllr Jasbir Jaspal
Cllr Arun Photay
Cllr Rupinderjit Kaur
Cllr Louise Miles
Cllr Patricia Patten (Vice-Chair)

Cllr Andrew Johnson - Cabinet Member Resources and Cllr Val Gibson – Cabinet Member for Children and Young People.

Employees

Mark Taylor	Director of Finance
Colin Parr	Head of Governance
Dawn Williams	Head of Safeguarding
Steve Rice	Customer Engagement Manager
Sarah Campbell	Customer Engagement Officer
Julia Cleary	Scrutiny and Systems Manager

Part 1 – items open to the press and public

Item No. *Title*

- 1 Apologies for absence**
Apologies for absence were received from Cllr Potter and Cllr Brookfield.
- 2 Declarations of interest**
There were no declarations of interest.
- 3 Minutes of the previous meeting**
Resolved:
That the minutes of the previous meeting be approved as a correct record and signed by the Chair.
- 4 Matters arising**

There were no matters arising.

5 **Draft Budget 2017/18**

Cllr Andrew Johnson, Cabinet Member for Resources presented a report seeking feedback from Scrutiny Board in relation to the Draft Budget and Medium Term Financial Strategy 2017/18 that had been approved as the basis of consultation by Cabinet on 19 October 2016. Cllr Johnson confirmed that the public consultation was on going until 14 January 2017 and that there had been a good response so far with over 2000 online responses being received.

Cllr Johnson confirmed that the Council needed to achieve Budget Reduction and Income Generation amounting to £13.5 million and £10.0 million of Base Budget Revisions for 2017/18. Cllr Johnson stated that £10 million of savings had already been identified which left a remaining deficit of £13,539,000.

Members expressed concern that additional money needed to be found to fund social care and queried whether there was any additional information regarding whether this would need to be achieved by raising the Council Tax precept or whether money from the Better Care Fund might be made available sooner than previously expected. Cllr Johnson stated that this was still an unknown but that the preference would be to bring forward money from the Better Care Fund. The Chair suggested that once the final details had been received that there might be scope for a piece of joint working with the Health Scrutiny Panel and representatives from the CCG and Royal Wolverhampton NHS Trust.

A question was raised in relation to items on page 11 of the first supplementary agenda regarding revisions to assumptions on pension auto-enrolment and further pension contributions. The Finance Director confirmed that the City Council was currently in a position where additional payments could be made to avoid significant interest costs. The Panel queried why other Councils were not doing this and the Cabinet Member stated that management of the pension fund was a matter for each individual authority and that the City of Wolverhampton Council was able to make the additional payments due to careful management of its savings.

The Board agreed that it was vital that the Council maintained a clear understanding of the situation regarding the Pension Fund. The Cabinet Member agreed and stated that the Council was currently doing an excellent job and that many issues had arisen due to staff taking redundancy and then their pensions and this not being balanced out by the contributions from the remaining reduced workforce. However the Council had budgeted for this and was now in a position where the aforementioned advance payments could be made.

Members requested that a presentation be provided to the Board at a future meeting in relation to the Pension Fund.

Members queried how the projected savings of £1,000,000 listed on page 16 of the first supplementary agenda in relation to the use of public health funding would be made. The Cabinet Member stated that this came from a strictly ring fenced budget but that the rules did allow for some adjustments to be made as long as the funding was used for activities that promoted public health.

The Board considered the proposed savings in relation to adults social and health care and acknowledged that there were serious issues relating to adult care right across the country that would need to be addressed over the next 12 months. Many of these issues related to demographic growth and the Board noted the additional budget that had been allocated for this. The Cabinet Member confirmed that many of the savings came from the promotion of independence, better ways of working and the use of new technology such as the telecare system which allowed patients to remain at home for longer rather than having to enter residential care. The Board did however note that many of these savings benefited the Health Service and that that some negotiation needed to take place to ensure that the benefits were shared by the Council. The Cabinet Member agreed and stated that the Adult Care service as a whole was in need of additional resources on a scale that could only be provided by Central Government.

The Board considered the importance of including the Communications team in disseminating information relating to this area to explain to the public what the Council was doing. The Cabinet Member agreed and stated that this would be done once a decision had been made by the Government as to the settlement.

The Chair stated that it was vital that there were robust governance procedures in place and that it was important that the Council be in a position to act as broker for the various health and social care partners who would be involved.

Members considered the savings in relation to car park usage on page 23 of the second supplementary and requested that there be careful consideration regarding the impact of charges on businesses in the area to ensure that trade was not lost. The Cabinet Member confirmed that this would be taken into consideration and that the current proposals dealt with charges being incurred after a 2 or 3 hour stay rather than for short stays. The Cabinet Member also confirmed that issues such as displacement would be taken into account and proper qualitative surveying and consultation carried out before any decisions were made. The Chair of the Vibrant and Sustainable Scrutiny Panel confirmed that his Panel had requested a detailed report on this to come to a future meeting.

Resolved:

1. That the comments of the Scrutiny Board on the Draft Budget and Medium Term Financial Strategy 2017/18 be considered by Cabinet.
2. That a report be brought to a future meeting of the Board in relation to the Pension Fund.

6 **Complaints Procedures**

The Panel received a presentation from the Council's Customer Engagement Manager and Customer Engagement Officer in relation to the Corporate Complaint Procedures and the Social Care complaint procedures [adults and children] and Public Health. Officers highlighted that there were some differences in relation to the procedures as those relating to Social Care were statutory rather than local.

Following the presentations a query was raised regarding where the Communications Team fitted into the process and at what stage they would be brought in should the Council find itself in a situation requiring careful management

of a potentially damaging complaint. The Customer Engagement Manager stated that every situation was risk assessed to determine which process to take it down and to ascertain whether it could potentially leave the Council in a vulnerable situation. The Customer Engagement Manager stated that he would meet with the Communications Manager, Senior Managers and Ward Members if this was deemed appropriate following assessment of each individual case. There was still however concern from Members of the Board that this needed to be more specific and that Communications needed to be strategically placed within the complaints procedure. The Board agreed that details in relation to this be brought back to a future meeting.

The Board considered the timescales for responding to a complaint and expressed concern that the Council was not obliged to consider any complaint concerning any incident or decision that happened in excess of 12 months ago. The Customer Engagement Manager confirmed that the decision of whether or not to investigate a complaint outside of the 12 month window was at the discretion of Officers. The Board again voiced some concern regarding this especially as the discretion was with Officers who worked for the Council against which the complaint was being made. The Customer Engagement Manager stated that any decision taken in regard to this would have to be justifiable to the Local Government Ombudsman therefore all complaints were given due consideration. The Board considered that further information and scrutiny was required in relation to the process used to determine whether a complaint should be investigated outside of the 12 month window and at what stage cabinet and ward members were involved.

Resolved:

That a report be provided to a future meeting of the Scrutiny Board detailing the following areas in relation to the Complaints Procedures:

- a) Where and how Communications are involved in the process;
- b) Where and how cabinet and ward members are involved in the process;
- c) The protocol on the circumstances when a complaint would be investigated outside the twelve month cut off.

7 Information Governance Performance Report Quarter Two

The Board consider a report on the performance of Information Governance for Quarter Two (July – September 2016).

The Board agreed that the achievements were generally outstanding, that training was now going in the right directions and that the teams involved be commended for their hard work.

Resolved:

1. That the report be noted and agreed.

8 Scrutiny Review Update - Child Sexual Exploitation

A report was submitted to update Scrutiny Board on progress in implementing the recommendations of the Child Sexual Exploitation (CSE) Scrutiny Review completed during 2015/16 and to bring to the attention of the Board the executive responses listed at Appendix 1.

The Cabinet Member for Children and Young People introduced the report and stated that she was pleased that the majority of the recommendations had been implemented or were in the process of being implemented.

The Head of Safeguarding stated that the majority of the outstanding recommendations related to obtaining information from partner organisations who she had re written to at the start of the month. It was also confirmed that CSE was now a standing agenda item on the Safeguarding Board and that care was taken to ensure that progress continued to be monitored.

Members drew attention to recommendation 14 and it was stated that school governors were very important in relation to identifying CSE and that it was vital that they received the relevant training. The Head of Safeguarding confirmed that more effort was being put into schools regarding this including a train the trainer exercise which would be rolled out by the CSE/Child protection lead in each school thus giving more responsibility to the school rather than the Council.

A query was also raised regarding recommendation 19 and whether the Council was taking any additional steps to reach community groups. The Head of Safeguarding confirmed that yes, the Council's CSE Coordinator was looking at areas such as community engagement and learning and development. It was also noted that the Council needed to ensure that all community groups were engaged including any recently established orthodox Eastern European groups.

Cllr Jaspal had chaired the Review Panel and she stated that one of the main concerns had been the relationship with outside bodies such as the Police and bringing the perpetrators to justice. The Chair of the Scrutiny Board thanked Cllr Jaspal for her hard work in relation to the review.

Resolved:

1. That progress made to implement recommendations from the scrutiny review of child exploitation which concluded in 2016 be noted.
2. That the review be signed off..

9 **Work programme**

The Scrutiny Board considered a report updating it on the scrutiny work programme for 2016-17.

Resolved:

That the Scrutiny Board work programme 2016-17 be noted and agreed.

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Scrutiny Board

17 January 2017

Report title	Electoral registration scrutiny review update	
Cabinet member with lead responsibility	Councillor Andrew Johnson Governance	
Wards affected	All	
Accountable director	Kevin O'Keefe, Governance	
Originating service	Democratic Services	
Accountable employee(s)	Martyn Sargeant	Head of Democratic Services
	Tel	01902 555045
	Email	martyn.sargeant@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. Review the progress made in respect of the actions and recommendations arising from the scrutiny review in 2016.

1.0 Purpose

- 1.1 To provide an update to the Scrutiny Board in relation to the recommendations and actions arising from the electoral registration and participation scrutiny review, conducted in 2015/16.

2.0 Background

- 2.1 With the introduction of individual electoral registration (IER) in 2014), Councillors identified registration and participation as pertinent issues for consideration as part of the 2015/16 scrutiny programme. The review was accordingly carried out, with several recommendations arising from it. The outcomes from the review were considered by the Cabinet at its meeting on 8 June 2016 and copies of the report and associated paperwork are available at:

<http://wolverhampton.moderngov.co.uk/ieListDocuments.aspx?CId=130&MId=5986&Ver=4>

3.0 Progress against the action plan

- 3.1 A progress commentary against each recommendation from the review is provided at appendix one.
- 3.2 The Council has endeavoured three times in the past 12 months to appoint an Electoral Services Manager. All three attempts were unsuccessful. This means that the post has been vacant for over a year and, with the additional pressure of the EU Referendum in June 2016, not as much progress has been made against some of the objectives as was hoped. Where this applies, an amended target implementation date is shown.

4.0 Financial implications

- 4.1 There are no financial implications arising from this report as Scrutiny Board is requested to review progress in respect of the electoral registration and participation action plan. It is anticipated that any costs incurred in pursuit of the plan objectives can be contained within the existing £360,000 electoral registration revenue expenditure budget.

[GE/16122016/V]

5.0 Legal implications

- 5.1 There are no legal direct implications arising from the report. The Council has a statutory duty to facilitate the efforts of the Electoral Registration Officer to maximise registration in its area and encourage participation in the democratic process.

[RB/19122016/B]

6.0 Equalities implications

6.1 There are no equalities implications arising from this report. New initiatives and policies are subject to an equalities assessment.

7.0 Environmental implications

7.1 There are no environmental implications arising from this report.

8.0 Human resources implications

8.1 There are no human resources implications arising from this report.

9.0 Corporate landlord implications

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

10.0 Schedule of background papers

Electoral registration and participation review, report to Cabinet, 8 June 2016

This report is PUBLIC
[NOT PROTECTIVELY MARKED]

No	Recommendation	Target implementation	Update	Revised implementation
Engagement				
1	All electors be sent a personalised letter about voting upon reaching the age of 18	January 2017	The Council has been working with Bite the Ballot, to target young people in schools. This has included a pilot with Heath Park Academy to deliver lessons with young people. The letters to 18 year olds has been deferred to the 2017 canvass, pending appointment of a service manager.	October 2017
2	Elections/Council should review how we engage with different groups to undertake statutory and non-statutory functions to identify opportunities to promote registration, particularly among those currently under-represented	January 2017	As part of the 2016 canvass exercise a number of new initiatives were piloted, including <ul style="list-style-type: none"> • A text message campaign (mirroring a similar campaign for Universal Credit). • Increased social media presence. • Contact with local faith and community groups. • Support for Bite the Ballot and its work with young people. 	n/a
3	Work with organisations to encourage clients to register to vote while in triage and/or waiting for a meeting with an adviser	January 2017	This is an initiative that has not been furthered in the absence of a service manager. It has therefore been deferred pending an appointment.	August 2017
4	Engage younger people with elections – different job opportunities (e.g. at the ballot count or in polling stations)	Currently underway	A small number of care leavers were engaged for roles in polling stations in 2016, to support the Council's corporate parenting role and provide work experience. Also, the Council worked with one	n/a

No	Recommendation	Target implementation	Update	Revised implementation
			secondary school, which provided a group of teachers and students to act as a count team for the EU Referendum. This was very successful and has resulted in follow-up work with Bite the Ballot around both participation and registration. And sixth form students from St Peter's played a key role at both May and June polls in managing the ballot box receipt process.	
5	Undertake scoping work to determine the feasibility of requiring organisations bidding for council contracts to aid work to increase registration in Wolverhampton as part of the Social Value ¹ test, in a way that is not burdensome for organisations	Currently underway	Following a feasibility assessment with Procurement, it was agreed that this could not be included as a requirement in tenders but could be considered on an adhoc basis dependent on the nature of particular contracts.	n/a
6	Work with local organisations to develop an engagement programme targeting different demographic groups and communities	January 2017	A range of contacts was made with local community and faith organisations as part of the 2016 canvass exercise. The response was very disappointing, despite offers to meet with, visit or provide training and briefing materials to groups. A review of this initiative will form part of the Council's feedback to the Electoral Commission and help shape the public engagement strategy	n/a

¹ Social Value relates to how the council could improve the economic, social or environmental well-being for residents and/or the City through contracts awarded to organisations.

No	Recommendation	Target implementation	Update	Revised implementation
			for 2017.	
7	Develop a programme of engagement with schools, colleges and universities	Currently underway	See (4) above. A pilot has been delivered, which has included the Council providing a session on local democracy as part of the Citizenship GCSE, the school providing a group to take part in the EU Referendum count, and follow-up sessions conducted by Bite the Ballot. This will be evaluated further once a service manager is in post but the outcomes from the pilot have been very positive. Also, the Council has worked with the university, which hosted two polling stations at polls in 2016. There has also been a presence on campus at various events to register students, although overall levels of engagement from this community remain poor.	n/a
Information				
8	Provide information about the importance of registering to vote, and how to vote at the citizenship ceremony	Currently underway	A pilot was conducted at citizenship ceremonies mid-2016. The take-up was very low with most attendees having already registered as part of their efforts to secure British passports.	n/a
9	Make it clear who is eligible to register and vote at particular elections		Complete – www.aboutmyvote.co.uk	
10	Provide information (signpost) to where residents can find out more		Complete – www.aboutmyvote.co.uk	

No	Recommendation	Target implementation	Update	Revised implementation
	about the UK political system			
11	Make all information as accessible as possible, such as visually (e.g. infographics) for those that struggle to read/write	Ongoing	Much election material is set by statute but, where it is possible, the information will be reviewed in preparation for the 2017 Mayoral election. Electoral registration material was reviewed in preparation for the 2016 canvass and, where possible (again, much of the literature is stipulated by the government), amended to make it more accessible. The website was also reviewed.	n/a
12	Erect posters providing basic information – how to vote, who to contact for more information etc.	In time for 2017 Mayoral election	To be addressed as part of preparations for the May 2017 elections.	n/a
Communication				
13	Actively encourage those producing documents to make the language used (such as manifestos) easy to understand and available in different languages	In time for 2017 Mayoral election	Although the Council is not responsible for liaison with Mayoral candidates, this message is being disseminated through regional working. It will also form part of the candidates' and agents' information for 2018.	n/a
14	The council should review the range of communication methods currently used with a view to produce documents for those unable to read/write (such as videos detailing how to vote)	May 2017	To be addressed as part of preparations for the May 2017 elections.	n/a

Scrutiny Board

17 January 2017

Report title	Update on the West Midlands Combined Authority (WMCA) and devolution agenda	
Cabinet member with lead responsibility	Councillor Roger Lawrence Leader of the Council	
Wards affected	All	
Accountable director	Keith Ireland, Managing Director	
Originating service	Corporate Services	
Accountable employee(s)	Rachel Ratcliffe	Combined Authority Programme Team
	Tel	01902 551969
	Email	rachel.ratcliffe@wolverhampton.gov.uk
Report to be/has been considered by	N/A	

Recommendation(s) for action or decision:

None

Recommendations for noting:

The Scrutiny Board is asked to note:

1. The progress of the West Midlands Combined Authority (WMCA) and the devolution agenda in the West Midlands.

1.0 Purpose

- 1.1 To provide an update on the progress of the West Midlands Combined Authority (WMCA) and the devolution agenda in the West Midlands.

2.0 Background

- 2.1 The Seven Metropolitan Councils of the West Midlands conducted a review of strategic governance in 2015 to assess whether the arrangements for economic development, regeneration and transport as they stood should continue or would benefit from improvements. This review highlighted the positive joint working to date that has been in place through informal arrangements, and then considered the options for the future. It considered change against the key statutory tests under the Local Democracy, Economic Development and Construction Act 2009 of improving the exercise of statutory functions relating to transport, economic development and regeneration.
- 2.2 The Review concluded that the establishment of a Combined Authority for the West Midlands was best placed to support business to generate further growth and to create jobs, thus securing an improvement in the region's economic conditions. The Combined Authority would draw together strategic work across transport, economic development, employment and skills, improving outcomes and providing opportunity for the region.

3.0 Governance and Creation of the WMCA

- 3.1 The 2009 Act enables authorities to prepare and publish a Scheme. This is the legal basis for the creation of the new body and contains the membership, powers, functions and voting arrangements. The Scheme was drafted for the establishment of a Combined Authority for the seven metropolitan area in 2015. The Scheme was approved by Council on [23 September 2015](#), with the Council agreeing that the City of Wolverhampton should become a Constituent member of the WMCA. The other six Metropolitan Authorities in the Scheme area also endorsed the proposals. The Scheme was submitted to Government on 26 October 2015.
- 3.2 Under the 2009 Act, once the Scheme is submitted, the statutory Order is drafted by Government, based on the Scheme, and a consultation carried out. In response to changing legislation under the Cities and Local Government Devolution Act 2016 with regards to establishing Combined Authorities, whereby if the Constituent Councils carry out a consultation that the Secretary of State deems sufficient no further consultation is required, the seven prospective Constituent Councils carried out the consultation to ensure that a Combined Authority was established as soon as possible.
- 3.3 This consultation built on the engagement in the region from July 2015 and informed the Secretary of State's decision to establish a Combined Authority. The consultation ran from 18 Jan - 8 Feb 2016. The summary was sent to the Secretary of State and the Department for Communities and Local Government (DCLG) who considered the responses and subsequently instructed his officials to prepare the statutory Order to create the Combined Authority.

3.4 The Constituent Councils were provided with the draft statutory Order to create the Combined Authority, and the Council confirmed their previous decisions to become a Constituent member of the WMCA, consenting formally to the Order, on the [2 March 2016](#), with any final drafting amendments delegated to the Leader of the Council, in consultation with the Managing Director. This ensured that the Order was laid before Parliament without delay.

3.5 The Combined Authority was vested on the 17 June 2016, formally adopting the Constitutional governance arrangements. This enabled the Combined Authority to assume democratic responsibility for the functions of the West Midlands Integrated Transport Authority, and its executive Passenger Transport Executive (Centro), as well as accepting transfer of its assets and liabilities.

4.0 Governance Review and Mayoral WMCA ‘functions’ Scheme

4.1 The development of the government’s devolution agenda created the opportunity for the West Midlands Combined Authority to negotiate and subsequently agree a proposed [Devolution Agreement](#). A period of clarification was carried out on the agreement and then ratified by the seven constituent councils throughout February and March 2016, including the City of Wolverhampton on [2 March 2016](#).

4.2 The devolution agreement was the first step for the West Midlands in securing the powers, resources and independence needed to drive economic growth, public service reform and deliver real outcomes for local people in terms of jobs, homes, better transport links and better public services. It provided for a Government ‘Gainshare’ payment of £36.5 million per year and opens up potential investment funds totalling £8 billion pounds whilst increasing confidence in the local area so that further private sector investment can be leveraged. It sits alongside the Midlands Engine project, a partnership with government covering the whole West and East Midlands, including the Midlands Connect initiative to take forward east-west transport investment.

4.3 Following the ratification of the devolution agreement, the next stage established the position of the Mayor, a prerequisite to the devolution agreement. The Mayoral (elections) Order, to create the position of the Mayor, was approved by Council on [18 May 2016](#). The Mayoral (Elections) Order was subsequently made by Parliament on the 15 September 2016, following the creation of the Combined Authority.

4.4 The ‘Scheme’ detailing the proposed Mayoral WMCA functions was also approved for consultation at the 18 May 2016 Council meeting. The conferral of these functions does not affect the Council’s ability to deliver its services and will not result in the transfer of Council’s powers to the Mayor or Mayoral Combined Authority, the functions are transferred from government to the Mayoral Combined Authority.

5.0 Consultation for functions to be conferred upon a Combined Authority

5.1 It is a requirement that a public consultation be undertaken in most cases where additional functions are to be conferred upon a Combined Authority. The functions

required by the West Midlands Combined Authority to deliver the devolution agreement were identified in a Governance Review and subsequently detailed in the '[Scheme](#)' which was then consulted on.

- 5.2 The [consultation](#) was carried out from 4 July – 21 August 2016. The consultation sought views from the public and stakeholders on the additional functions proposed to be conferred on the West Midlands Combined Authority, in order to deliver the devolution agreement.
- 5.3 The summary report is available on the WMCA website via the following link: <https://westmidlandscombinedauthority.org.uk/media/1354/mayoral-wmca-consultation-report-for-upload.pdf> for your information.

6.0 Scheme to Order process

- 6.1 Following the consultation, the Scheme and a summary of the responses were submitted to the Secretary of State for Communities and Local Government, as required. The Department for Communities and Local Government then prepared the draft statutory West Midlands Combined Authority (Functions and Amendment) Order 2016 based on the Scheme, in consultation with the West Midlands Combined Authority and the relevant government departments.
- 6.2 At the Council meeting of the 9 November 2016 Council approved the decision to the delegated to Cabinet on [30 November 2016](#) to approve the final draft Order, with drafting and minor amendments delegated to the Leader of the Council, in consultation with the Managing Director. The draft Order will be laid in Parliament once the drafting and minor amendments are complete, the functions required to deliver the devolution deal are then incorporated into the West Midlands Combined Authority.

7.0 Assurance Framework

- 7.1 The Assurance Framework is a set of systems, processes and protocols designed to provide an evidence-based and independent assessment of the governance, risk management, and control processes of the Combined Authority. The Assurance Framework enables organisations to monitor, measure and scrutinise how well objectives are being met and risks managed. The CA Assurance Framework was developed in May 2016, which will help WMCA to allocate public resources in accordance with the law and proper standards, and in an efficient and effective way that delivers both desired outcomes and value for money. The WMCA Assurance Framework applies to all WMCA funding (i.e. not just the funding agreed through the West Midlands Devolution Agreement). The WMCA Assurance Framework has been designed to align with the Single Pot Assurance Framework Guidance developed by the DCLG and the Cities and Local Growth Unit. It is also designed to align with existing Assurance Frameworks and additional guidance used by the West Midlands' LEPs, although there remains a clear distinction between the LEP Assurance Frameworks and the WMCA Assurance Framework.

8.0 The WMCA Mayor

- 8.1 The Mayoral elections will take place in 4 May 2017, taking up office on Monday 8 May 2017. The functions and powers of the Mayor are detailed in the draft Order, presented to Cabinet on [30 November 2016](#).
- 8.2 As the devolution agenda develops the role of the Mayor and the WMCA will develop, in agreement with the Constituent Councils, and in consultation with all members of the WMCA.

9.0 Senior Management and Governance Arrangements

- 9.1 The WMCA requires three statutory post-holders in place - Head of Paid Services (/Chief Executive), S151 Officer and Monitoring Officer. The statutory officers have specific roles to advise the WMCA on policy, legal and financial matters. The following appointments have been made:
- WMCA Head of Paid Services - Martin Reeves from Coventry City Council
 - WMCA S151 Officer - James Aspinall, previously from Centro
 - WMCA Monitoring Officer (and Clerk to the CA Board) - Keith Ireland from the City of Wolverhampton Council
- 9.2 The statutory appointments were made on a part-time interim basis, until May 2017. No additional remuneration will be paid to the post-holders.

10.0 Key WMCA Boards

- 10.1 The **Officer Management Board** is responsible for ensuring the day-to-day operational activities of the WMCA and the policy framework are delivered. It also ensures that performance and delivery are effective, monitored and reported to the relevant forums before consideration by the Combined Authority Board. The Board will prepare an Investment Strategy, ensure instructions by the Combined Authority or Chair or Vice Chair are dealt with appropriately and undertake all necessary work to ensure the WMCA has delivery models appropriate to meet the policy objectives of the WMCA, supporting the members of the WMCA.
- 10.2 The WMCA **Programme Board** comprises of the Chief Executives and lead officers of all members. It supports the WMCA Board to deliver its business and aims. It co-ordinates, oversees and monitors all WMCA Boards and programmes, oversees budgets, risk registers and allocation of resources.
- 10.3 The WMCA **Board** has overall responsibility for developing and delivering the Strategic Economic Plan (SEP) (inc. Public Sector Reform (PSR) and £8bn devolution programme) an overall strategic vision and development of the WMCA, they are responsible for future devolution development; investment decisions and allocating resources.

- 10.4 The portfolio arrangements (operating collective responsibility) are held by the Leaders, in partnership with non-constituent and observer members and provision updates to the WMCA Board. The portfolio arrangements are:

Chair of the West Midlands Combined Authority – Councillor Bob Sleigh, Solihull MBC

Transport – Councillor Roger Lawrence, City of Wolverhampton

Health and Wellbeing – Councillor Pete Lowe, Dudley MBC

Economic Growth – Councillor John Clancy, Birmingham City Council

Public Service Reform – Councillor Steve Eling, Sandwell MBC

Skills and Productivity – Councillor George Duggins, Coventry City Council

Finance and Investments – Councillor Izzi Seccombe, Warwickshire County Council

Housing and Land – Councillor Sean Coughlan, Walsall MBC

- 10.5 Further information on the work of the West Midlands Combined Authority can be found on the WMCA website: <https://westmidlandscombinedauthority.org.uk/>

11.0 Financial implications

- 11.1 Wolverhampton Council has now paid the agreed contribution of £500,000 to the Combined Authority in 2016/17 and set aside a budget to meet this levy in future years. It is understood that the other participating local authorities have made corresponding arrangements. [GE/26102016/D]

12.0 Legal implications

- 12.1 In making the Orders the Secretary of State must have regard to the Scheme that has been prepared and published.
- 12.2 The approval of all seven of the Constituent Councils of the West Midlands Combined Authority is required before draft Orders can be laid in Parliament. A draft Order then goes through the parliamentary process necessary for the draft Order to be formally approved and to become law. The consent of City of Wolverhampton Council is therefore required before this can be progressed. The consent of the Council is an executive function and is therefore a decision which can be taken by Cabinet.
- 12.3 The ‘functions’ Order provides details of the functions and powers that both the WMCA and the Mayor will have, by consenting to the draft Order Cabinet approved the conferral of the functions on the Mayoral WMCA required to deliver the devolution deal. [TS/03112016/W]

13.0 Equalities implications

13.1 An initial equalities analysis was carried out on the Mayoral West Midlands Combined Authority Scheme, having due regard to the equalities implications of the Scheme, on which the draft Order is based, and it was concluded that further detailed analysis was not required. However, any project/programmes to result from the incorporation of the Scheme detail are subject to an individual equalities analysis.

14.0 Environmental implications

14.1 None.

15.0 Human resources implications

15.1 The Integrated Transport Authority (ITA) and Passenger Transport Executive (PTE) were dissolved on the creation of the Combined Authority and taken into the Combined Authority. This involved the TUPE of ITA and PTE employees.

16.0 Corporate landlord implications

16.1 None.

17.0 Schedule of background papers/links used:

23 September 2015 City of Wolverhampton report:

<http://wolverhampton.moderngov.co.uk/ieListDocuments.aspx?CId=129&MId=4967&Ver=4>

WMCA establishment Governance Review - October 2015:

<https://westmidlandscombinedauthority.org.uk/media/1107/west-midlands-governance-review-without-appendices.pdf>

WMCA establishment Scheme – October 2015:

<https://westmidlandscombinedauthority.org.uk/media/1047/26-october-2015-appendix-1-west-midlands-combined-authority-scheme.pdf>

Establishment consultation summary - February 2016:

<https://westmidlandscombinedauthority.org.uk/media/1110/combined-authority-consultation-analysis-summary-150216.pdf>

2 March 2016 City of Wolverhampton report:

<http://wolverhampton.moderngov.co.uk/documents/s21634/Agenda%20item%206%20Crating%20the%20Combined%20Authority.pdf>

The West Midlands Devolution Agreement:

<https://westmidlandscombinedauthority.org.uk/media/1024/westmidlandsdealdocument.pdf>

18 May 2016 City of Wolverhampton report:

<http://wolverhampton.moderngov.co.uk/documents/s25079/18052016%20-%20Wolverhampton%20Council%20Report%20-%20Provision%20for%20a%20Mayoral%20WMCA.pdf>

Mayoral West Midlands Combined Authority Governance Review and Scheme:

<https://westmidlandscombinedauthority.org.uk/media/1237/mayoralwmca-governance-review.pdf> / <https://westmidlandscombinedauthority.org.uk/media/1236/mayoral-wmca-scheme.pdf>

Initial Equality Analysis on the Mayoral West Midlands Combined Authority Scheme:

<https://westmidlandscombinedauthority.org.uk/media/1235/initial-equality-analysis-mayoral-scheme.pdf>

Consultation document:

<https://westmidlandscombinedauthority.org.uk/media/1355/summary-of-consultation-responses-appendix-a-consultation-documents.pdf>

Summary of consultation responses report:

<https://westmidlandscombinedauthority.org.uk/media/1354/mayoral-wmca-consultation-report-for-upload.pdf>

30 November 2016 City of Wolverhampton Report

<http://wolverhampton.moderngov.co.uk/ieListDocuments.aspx?CId=130&MIId=5992&Ver=4>

Scrutiny Board

17 January 2017

Report title	Scrutiny Board Work Programme 2016-17	
Cabinet member with lead responsibility	Councillor Milkinderpal Jaspal Governance	
Wards affected	All	
Accountable director	Kevin O'Keefe, Governance	
Originating service	Democracy	
Accountable employee(s)	Julia Cleary	Scrutiny Officer
	Tel	01902 555046
	Email	Julia.cleary@wolverhampton.gov.uk
Report to be/has been considered by	Scrutiny Board	12 July 2016 13 September 2016 8 November 2016 13 December 2016

Recommendation(s) for action or decision:

The Scrutiny Board is recommended to:

1. Review progress of the Scrutiny Board work programme 2016-17 to take account of emerging issues and councillor suggestions.
2. Approve any additional items for the Scutiny Board work programme 2016/17.

1.0 Purpose

1.1 To update and agree the Scrutiny Board work programme for 2016-17.

2.0 Background

2.1 The remit of the Scrutiny Board was agreed by Annual Council 20 May 2015. 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 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. Appendix 1.

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/04012017/F]

5.0 Legal implications

5.1 There are no direct legal implications arising from this report. [TS/04012017/D]

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 human resource 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.

Appendix 1: Scrutiny Work Programme

Scrutiny Board	
17.1.17	<ul style="list-style-type: none"> West Midlands Combined Authority – update CAMHS and System Transformation Scrutiny Review Update: Electoral Registration and Participation
14.3.17	<ul style="list-style-type: none"> WV Active – possible site visits to be arranged. The Youth Council Scrutiny Review Update: City of Wolverhampton Council Volunteering Offer The Quarterly Performance report for complaints, covering Corporate, Social Care and Public Health Vomplaints and Compliments
25.4.17	<ul style="list-style-type: none"> Review the corporate consultation process Monitoring of services previously commissioned To review the tendering of mental health preventative services

Adults and Safer City	
31.1.17	<ul style="list-style-type: none"> Wolverhampton Annual Safeguarding Adults Report Discharge planning. To consider support when discharged from specialist care or hospital and explore coping mechanisms. How do the most vulnerable manage and how we monitor their care at home. To consider safety, homelessness and housing issues for people recovering from addictions. To consider the Suicide Strategy for the City. Public Space Protection Orders (Review of Designated Public Place Order) (Karen Samuels)
28.3.17	<ul style="list-style-type: none"> Update on the Dementia City. Connections between specialist services and localised services. Crime Reduction and Community Safety Annual report Creative Hub and Gen-Y Bid Update

Children, young people and families	
8.2.17	<ul style="list-style-type: none"> Pupil Referral Unit Pupil Premium Special Educational Needs and Disabilities (SEND)
29.3.17	<ul style="list-style-type: none"> Emotional resilience and preventing self-harm

Confident Capable Council	
11.1.17	<ul style="list-style-type: none"> Developing Staff Skills Future Works IT infrastructure City Wide Financial Strategy
15.3.17	<ul style="list-style-type: none"> Maximising opportunities through social media

Health Scrutiny	
12.1.17	<ul style="list-style-type: none"> • The Black Country STP • Governance Review) (RWHT) • Pond Lane • Update on the Adult Mental Health Strategy (Members from Adults and Safer City Panel to be invited)
25.01.17	<ul style="list-style-type: none"> • Additional Meeting of the Panel to consider the Black Country STP.
13.02.17	<ul style="list-style-type: none"> • Joint meeting with the Staffordshire County Council Health Select Committee to consider issues in relation to Cannock and Newcross Hospitals.
2.3.17	<ul style="list-style-type: none"> • Arwyn Jones – Chief Executive, Beacon Centre for the Blind (tbc) • Open Spaces • Access to GP Surgeries/A&E/Urgent Care • Closures of Pharmacies
27.4.17	<ul style="list-style-type: none"> • Smoking Policy • Dental Care and Oral Health Needs and inequalities • Cleaning at the new hospital – monitor standards through the CCG complaints procedure. • Understanding issues arising from the use and control of New Psychoactive Substances (NPSs)

Stronger City Economy	
24.1.17	Skills and Training (invite CYP Members for Workbox Update) <ul style="list-style-type: none"> • Wolverhampton skills and employment action plan - update • High level skills and retaining skills - monitoring and progress • Area review for Further Education skills • Engaging businesses to take up training and skills opportunities
21.3.17	Enterprise and Business <ul style="list-style-type: none"> • Smart Enterprise and Business: • Smart City agenda (including Sprint Technology) – Keren Jones • Regeneration programmes and Smart Cities – Paul Lakin • Enterprise and Business – Isobel Woods • Library Transformation - Pre-decision scrutiny

Vibrant and Sustainable City	
2.2.17	Public Realm <ul style="list-style-type: none"> • Managing derelict sites • Localised environmental improvements strategy • Update on enforcement work – Kingdom Security invite an update on the city centre cleanliness score, an overview of the street cleansing team work. • Update on market services – briefing paper

23.3.17	Housing Theme <ul style="list-style-type: none">• Rent with confidence - update• Housing Services Review• Update on Housing Company
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2017/18 – dates to confirmed

1. **WV Active - Reduce Leisure subsidy** - The panel to receive a report detailing progress against the membership target for Aldersley Leisure Centre.
2. **Active Management of Car Park Usage** The panel agreed to receive a report impact of the proposals, if implemented as stated, at a future meeting of the panel.
3. **Facilities Management** - Tim Pritchard, Head of Corporate Landlord, to bring forward detailed proposals about the proposals for generating efficiency savings and increasing income as a result of changes to facilities management activities.
4. **Wrley and Essington Canal report**
5. **Complaints Procedure Update – Scrutiny Board:**
 - a) Where and how Communications are involved in the process;
 - b) Where and how cabinet and ward members are involved in the process;
 - c) The protocol on the circumstances when a complaint would be investigated outside the twelve month cut off.
6. **Cultural and Creative Sector Benchmarking** - Stronger City Economy

Scrutiny Cross Cutting Reviews:

(October 16 – March 17, initially four meetings per review)

1. The City's apprenticeship offer
2. Adult mental health commissioning
3. Review of skills base in the authority