

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	Specific Questions for Scrutiny to consider
05.06.2018	Annual Work Plan – invite all chairs and vice chairs (buffet from 4.30pm)	Julia Cleary	
03.07.2018	TBC		
11.09.2018	Scrutiny Review of the City's Apprenticeships Offer – 12-month update	Angela McKeever	
11.12.2018	TBC		
08.01.2019	TBC		
12.03.2019	Digital Transformation Programme Update - tbc		
09.04.2019	TBC		

Other potential items: -

1. Cyber Security
2. Local Enterprise Partnership (LEP)
3. Recommendations from Succession Planning Scrutiny Review

Scrutiny Reviews

1. Budget Task and Finish Group for the Combined Authority Scrutiny Committee
2. Transport- what could transport in the city look like in 20 years' time?
3. Possible Councillor engagement (See M. Sargeant Tettenhall Governance Review Report)

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

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 Administration, Democracy, Corporate Landlord, Transformation and ICT

Date of Meeting	Item Description	Lead Report Author	Specific Questions for Scrutiny to consider
18.04.2018	<ul style="list-style-type: none"> • Agile / Smart working (including different levels of staffing and types of job) • Treasury Management 	Sukhvinder Mattu Sarah Hassell	
13.06.2018	TBC		
26.09.2018	<ul style="list-style-type: none"> • Future use of the Mezzanine area and Temporary Councillor Office Area 	Tim Pritchard	
28.11.2018	TBC		
06.02.2019	TBC		
10.04.2019	TBC		

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	Specific Questions for Scrutiny to consider
17.04.2018	<ul style="list-style-type: none"> • Innovation • Strategic Economic Plan – look at draft of the plan before Cabinet and formal consultation. 	<p>Heather Clark</p> <p>Charlotte Johns</p>	<p>How can we work with the University and other key players to encourage innovation across the city? Focus of the item would be on the work of the University, the Growth Hub and how as a Council innovation is being addressed, including how the Council collaborates with partners. Report covering areas such as the Knowledge Economy, Digital Agenda and Smart City, Springfield Brewery and the Prototype Centre.</p>
26.06.2018	<ul style="list-style-type: none"> • Footfall and working collaboratively with partners and agencies to fill vacant property • Marketing City Centre Plan 	<p>Isobel Woods / Charlotte Johns</p>	
18.09.2018	<ul style="list-style-type: none"> • City Apprenticeships <p>Note - Ensure – Meredith Teasdale Invited)</p>	<p>Angela McKeever</p>	
20.11.2018	TBC		
12.02.2019	TBC		
02.04.2019	TBC		

Stronger City Economy Scrutiny Panel Work Programme

Other Potential items (when something significant needs a panel recommendation):

1. The potential effects of Brexit on the local economy
2. Policy implications from West Midlands Combined Authority/Regional/National or International Sources
3. How do we monitor our communications?
4. Skills and Employment

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	Specific Questions for Scrutiny to consider
26.04.2018	<ul style="list-style-type: none"> • Air Quality/Transport – Public Health to contribute – looking at ways to improve air quality in hot spots around the city which could include work for the Transport Review Group (John Roseblade) • Private Sector Housing Update 	John Roseblade Ravi Phull	
12.07.2018	<ul style="list-style-type: none"> • The Work of Contractor Kingdom (Provisional – To Be Confirmed) • Waste Management Delivery Plan and Strategy (Provisional – To be Confirmed) 	Ross Cook Ross Cook	
04.10.2018	<ul style="list-style-type: none"> • Evaluation of Waste Management Delivery Plan • Parking Outside Schools – Review Progress of Implementation of recommendations 	Ross Cook Earl Piggott-Smith	
06.12.2018	Director of Public Health – Progress Report Park and Stride Scheme	John Denley	
28.02.2019	TBC		
11.04.2019	TBC		

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 crossborder 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	Specific Questions for Scrutiny to consider
24.05.2018	<ul style="list-style-type: none"> The Royal Wolverhampton NHS Trust - Quality Accounts 2017/18 		
19.07.2018	<ul style="list-style-type: none"> Elizabeth Learoyd, Chief Officer, Healthwatch Wolverhampton Annual Report 2017/18 Cheryl Etches, Never Events, The Royal Wolverhampton NHS Trust 		
20.09.2018	<ul style="list-style-type: none"> Black Country Partnership NHS Foundation Trust 		
15.11.2018	<ul style="list-style-type: none"> Margaret Courts, Children's Commissioning Manager, WCCG, to present update report on refreshed CAMHS Local Transformation Plan to meeting on 15.11.18 Public Health Vision – Analysis of consultation responses 		
24.01.2019	<ul style="list-style-type: none"> TBC 		
21.03.2019	<ul style="list-style-type: none"> Hospital Mortality Statistics – update Public Health Vision – Review of Progress 		

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

1. The Royal Wolverhampton NHS Trust – Primary Care Vertical Integration
2. West Midlands Ambulance Service - Quality Accounts 2017/18
3. CAMHS – Emma Bennett to lead and Stephen Marshall (CCG)
4. Walsall CCG - Reconfiguration of hyper acute and acute stroke services
5. Healthwatch Work Programme Planning Document 1 April 2017- 31 March 2018
 - Urgent and emergency care
 - Dementia
 - Access to healthcare for the deaf community
 - Transfer of services
 - CAMHS
 - Youth Healthwatch and Oral health

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, Libraries and community hubs, Independent living centre, Commissioning older people, Carers support and All age disabilities (disabilities).

Date of Meeting	Item Description	Lead Report Author	Specific Questions for Scrutiny to consider
10.04.2018	<ul style="list-style-type: none">• Reducing Reoffending Strategy Consultation		
12.06.2018	<ul style="list-style-type: none">• Safer Wolverhampton Partnership Annual Report• Modern Slavery - update report		
25.09.2018	<ul style="list-style-type: none">• Joanne Keatley, Head of Service, Wolverhampton Adult Education Service - briefing about the current education offer		
27.11.2018	TBC		
29.01.2019	TBC		
26.03.2019	TBC		

Adults and Safer City Scrutiny Panel

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

1. Quality of Care – issues of quality assurance - Sarah Smith, Head of Commissioning
2. Draft People Directorate Commissioning Strategy – 13.6.17
3. Responding to Serious and Organised Crime - To provide an outline of partnership proposals to address serious and organised crime in the city and the Council's contribution. (Karen Samuels – CWC Community Safety/Chief Inspector Karen Geddes – West Midlands Police/Andy Moran – CWC Procurement)

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	Specific Questions for Scrutiny to consider
11.04.2018	<ul style="list-style-type: none"> Head Start Phase 3 – Progress and Impact Update 	Emma Cleary - Head Start Programme Manager	
20.06.2018	<ul style="list-style-type: none"> Proposals for change in Play Service Offer 		
	<ul style="list-style-type: none"> Early Years Strategy 	Lisa Hill - Early Years' Service Manager	
	<ul style="list-style-type: none"> Q4 Children's Improvement Plan and the 18/19 plan 		
	<ul style="list-style-type: none"> Primary and Secondary Sufficiency Strategy 		
05.09.2018	<ul style="list-style-type: none"> Troubled Families Report 	Kate Lees - Strengthening Families Partnership Manager Intervention People	

	<ul style="list-style-type: none"> • Early Help Strategy 2018-2022 	Denise Williams - Head of Service Early	
14.11.2018	TBC		
16.01.2019	TBC		
27.03.2019	TBC		

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

1. Supporting Unaccompanied Asylum-Seeking Children – pre-suggested item
2. Mental Health Issues/CAMHS (Emma Bennett/CCG) – pre-suggested item
3. Youth homelessness – pre-suggested item

Work Plan Version: 04/04/2018 10:52am