

To: Scrutiny Co-ordination Committee

11th July 2012

Subject: Scrutiny Work Programme 2012/13

1 Purpose of the Note

- 1.1 To provide the Committee with the issues identified for the 2012/13 work programme by all the Scrutiny Boards and the Committee itself, so that the content of the initial programme can be finalised.

2 Recommendations

- 2.1 The Committee is requested to consider the information shown in the appendix and to decide the content of the initial work programme, asking the Scrutiny Boards to give priority to significant issues.

3 Information/Background

- 3.1 At their first meeting in this municipal year, the Committee and all Scrutiny Boards identified the issues they wished to include in their work programmes.
- 3.2 These were subsequently considered and further issues identified at an informal meeting of Scrutiny Members on 26th June 2012.
- 3.3 The appendix sets out all of these issues. This has been based on discussions at initial meetings of the boards but given that there are a large number and Scrutiny Boards have only a finite amount of time available, although further prioritisation is planned. The Committee may wish to highlight specific issues which it feels should be given high priority in individual board work programmes.
- 3.4 The Committee needs to bear in mind that this is only the initial work programme and that further issues might arise during the year which will need to be included.
- 3.5 As some of the issues affect more than one Board, the Committee will need to review the programme as it develops to ensure it is co-ordinated effectively.

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Issues for Scrutiny Work Programme – draft for consideration at Scrutiny Co-ordination Committee 11th July 2012
Scrutiny Co-ordination Committee

Issues marked # are those added to the list or amended following discussion at the joint scrutiny board meeting on 26th June

Work programme item	Brief Summary of the issue
Outside bodies reports back	Members appointed by the Council to outside bodies are responsible for reporting annually to the Committee on the work of the body. However, the Committee can decide each year which bodies it wishes to receive reports on and this report will offer options about this.
Customer Management -Progress report on recommendations of Task and Finish Group	The Scrutiny Co-ordination Committee endorsed the recommendations of this Group, one of which was to ask for a further report in 6 months' time (June/July 2012).
Coventry Community Safety Partnership Annual Strategic Assessment	The Chair of Scrutiny Board 4 requested that Scrutiny Co-ordination Committee considered the Community Safety Partnership Annual Strategic Assessment, due to the wide ranging implications across different scrutiny boards.
Transformation Programme Partnership Progress Report	Scrutiny Co-ordination Committee oversees scrutiny engagement with the Council's Transformation Programme. The Board will receive regular reports on progress of both the whole programme and individual reviews in order to identify and co-ordinate any areas for further scrutiny work.
i-Cov post implementation review	The abc 12 month post implementation review to identify successes and lessons learned, also to identify where there have been savings and efficiencies made. Also to update the Board on recruitment to vacancies.
Household survey findings	To review the key findings from the most recent household survey to identify any issues for the scrutiny work programme as appropriate.
2011 Census	To review the key findings from the census to identify any issues for the scrutiny work programme as appropriate.
Fuel Poverty	Following on from the presentation of the Climate Change Strategy the Board requested further information on what the city was doing to address fuel poverty and the associated consequences. Cabinet Member (Sustainability and Local Infrastructure) will also be receiving a report on this item.
Progress on recommendations from Task and Finish group on Services to Schools	As per recommendation 9 agreed by Cabinet on 29/11/11, the Board will receive an update on progress on the recommendations from the task and finish group on Services to Schools – to report in Sept/Nov 12
Council Plan Annual Performance Report	The performance report for 2011/12 which identified baseline performance information for a key set of headline indicators and looks at the progress that has been made during the first year of the plan
Council Plan Six Month Performance Report	The half year performance report for 2012/12 which identified baseline performance information for a key set of headline indicators and looks at the progress that has been made during the first 6 months of this years plan
Business Services (formerly admin) review	To review the effectiveness of the new Business Service 12 months after implementation

Work programme item	Brief Summary of the issue
Electoral Registration Audit 2012	To report on progress on increasing electoral registration and to assess the impact of the changes required to the registration process
Advice Services review/Welfare Benefits	To look at the impact of the changes to welfare benefits on the Council and other advice services in the city, and how these changes will be managed. SB5 will be focussing on the impact on individuals.
LEP	To look at the progress of the Local Economic Partnership
Charities	What funds are available to people in the city, how they are accessed and how people find out information about them. Maybe linked to the Outside Bodies work
Section 106	To look at the efficiency of the spend for S106 monies, including what has been spent, what hasn't yet been spent and whether the Council has had to return any.
Review of Communications	A review of how effective the Council Communication strategy is, particularly post-Olympics
Transformation Programme Partnership Progress Report	Scrutiny Co-ordination Committee oversees scrutiny engagement with the Council's Transformation Programme. The Board will receive regular reports on progress of both the whole programme and individual reviews in order to identify and co-ordinate any areas for further scrutiny work.
Procurement Strategy progress report	At its meeting in February 2012 the Board made recommendations to the Cabinet Member that there should be targets identified for the procurement of SME firms. The Chair requested an update on progress on these targets.
Half-yearly report on Agency workers	A regular update on progress on reducing the reliance and therefore the spend on agency staff across the Council
Half-yearly report on Sickness absence	A regular update on progress on reducing staff sickness across the Council
Revenues and Benefits Performance	A regular update on progress on performance in revenues and benefits
Delegated Write-Offs 2011/12	To receive a 12 month update of the position
Council Tax Payment Date Change	To receive a 12 moth update of the position
# Legacy of the Olympics	To identify what lasting legacy the hosting the Olympics has had in terms of increase in visitors and tourism in general.

Wellness, Liveability and Public Health (1)

Issues marked # are those added to the list or amended following discussion at the joint scrutiny board meeting on 26th June

Work programme item	Brief Summary of the issue
Tobacco control	Smoking has long been identified as the single biggest driver of ill health in the City. The Board will look initially at Tobacco control as one method of reducing the number of smokers and Cllr Clifford will talk about the work of the Smoke Free Alliance.
Sports and Leisure provision Consultation	There is currently a consultation underway on sports and leisure provision in the city. The outcome will help shape a new model for sports provision in the city and make sure that we have sports and leisure facilities that are high-quality, efficient to operate and fit for purpose.
Sports and Leisure Provision Consultation	To find out views on the sports and leisure provision in the city. Members want to look at the consultation process and to discuss the reasons behind the proposed closure of Foleshill and proposed alternative facilities.
Health Development	To look at the health development service and the work that's being undertaken on health prevention.
Coventry's Health Improvement Programme (CHIP)	The CHIP programme is scheduled to run until March 2013. The Board may wish to look at the work that is being done to leave a legacy from this programme.
Community Cohesion	Development of key messages for cohesion work
Interpretation and Translation Service – Support to Asylum Seekers and Refugees	It has been suggested that the Board could look at the support provided to asylum seekers and refugees by the interpretation and translation service.
Director of Public Health Annual Report	The Director of Public Health annually publishes a report which highlights the health needs of the City. This is a piece of joint work with the Health, Social Care and Welfare Reform Scrutiny Board (5).
Working with the Third Sector	Work is underway to look at how we interact with the Third Sector, particularly around homelessness and domestic violence. The Board could look into what arrangements are being put in place for new working relationships in a tighter economic climate.
Census 2011 Findings	Census data will be released in stages between July 2012 and October 2013. This will be an opportunity for Officers to share the information with Board Members so they can start to consider the possible implications on service provision.
Equality strategy	To look at the development of the equalities strategy and progress on the equality objectives
Analysis of impact of recession and policy changes on specific groups	To look at how the recession may have impacted on vulnerable groups and how/ whether this is influencing policy changes.
Obesity	Obesity presents significant challenges to health and approximately 25% of Coventry residents are obese. The Board would like to consider the programmes which are running in the city to tackle obesity.
Public Health FSR	For the Board to receive updates on the progress of the Public Health FSR.
Sports Strategy and Vision	To look at the findings of the Cabinet Member Advisory Panel before it goes to Cabinet Member
Art Assets	To identify what assets of value the Council has and what is happening to them

Work programme item	Brief Summary of the issue
Children's Life Chances	It has been identified that the first two years of a child's life are formative and critical in defining their life chances. The Board may want to consider what work is being done to try and influence our young residents' life chances at this key stage in their development.
Sport and Participation	To look at the levels of sports participation across the city including the take up of the Passport to Leisure scheme.
Eating well in a tough economic climate	The recession has resulted in an increase in the number of food banks in Coventry but this is just one facet of food poverty. There are a number of issues around food poverty and vulnerable groups which the Board may wish to explore.
Cultural Trusts Review	To include looking at the policy on charging for exhibits
Report back from contracted/funded partners	The Board have taken reports annually from the 5 main trusts in the City – The Belgrade, Herbert, Transport Museum, Sports Trust and Sports Foundation.

Children and Young People (2)

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Work programme item	Brief Summary of the issue
Primary school places	The Board were concerned about the shortfall of primary school places for September 2012 and asked for details of which schools were affected, what alternatives were offered to parents and how siblings were affected.
Children, Learning and Young People Directorate FSR update	When the Board considered the FSR proposals, it asked for regular reports on the progress of the implementation of the early intervention work
Teenage Pregnancy Needs Assessment	The scrutiny board will invite Members of the wellness, Liveability and Public Health Board to the meeting as well to discuss the progress which is being made to reduce the number of teenage pregnancies in the City.
Academies and University Technical Colleges	See 15 th September. The Board requested officers to bring a briefing note when more information is available, particularly on UTC applications.
Progress report on the following: work with academies impact of financial cuts on schools (June/July 2012)	On 8 th December, 2011, the Board identified these issues when considering a report on educational attainment in 2011. On 19 th April, 2012, the Board expressed particular interest in the situation relating to Academies' policies on exclusions.
Safeguarding	To consider this Annual Report to get reassurance about the work being done and to see if there are any areas of concern.
Services to schools IT School Meals issues	The Board were informed that improvements were planned for this service, but wished to reassure itself that these were realistic. They therefore asked for a note on the position. To consider the following: - progress of abc review outcomes - free school meals - secondary school meals
Outcome of serious case review	The Board were informed that a serious case review had been established and that a report on its outcome would be brought to the Board when appropriate
Annual report of the Independent Review Officers	The Board considered the 2010/2011 report in January 2012. It was informed that the report had been delayed, but that the 2011/2012 report would be brought to the Board early in the Municipal Year. The report should include information requested by Members at the January meeting. Will be ready September.
Youth Offending Service	Following the Election of the Police and Crime Commissioner in November 2012, the Board would like to look at the YOS in 2013 to look at the impact this change may have had on the service.
Outcome of the changes to Children's Centres'	Following the implementation of the FSR, the Board would like this item to come back early 2013 to see how the changes have impacted on service provision.

Work programme item	Brief Summary of the issue
Primary School Places	A report will be going to cabinet Member (Education) to determine how to ensure sufficient primary school places are provided for the City. The report will also come to scrutiny board when appropriate.
Fostering and Adoption Services	To look at the Fostering and Adoption Service following last years OFSTED inspection
CLYP Performance Meeting	To discuss the performance of the CLYP Directorate
# School performance information	To review school performance against key performance indicators. Also school inspection results, uptake of the English Baccalaureate, uptake of academic and vocational qualifications.
# Careers advice in schools	To look at the delivery of careers advice in schools post Connexions Service

Jobs, Skills and Growth (3)

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Work programme item	Brief Summary of the issue
Post 16 Education and maximising opportunities for the City's young people	This meeting will allow the Board to investigate the work which is taking place to close this perceived gap and find out how education and training providers are working with employers and partner organisations to make sure their young people leave as work ready as possible and able to take advantage of job opportunities as they arise across the city. Representatives from the colleges and universities will be invited to share their views.
Update on the City Job Shop	The Board would like some facts and figures about the work of the City Centre Job Shop including the partnership working being undertaken.
Adult Education Strategy	To bring the strategy to Scrutiny at an appropriate point.
Libraries Strategy	To bring the strategy to Scrutiny at an appropriate point.
Report back from MIPIM	This is an annual report back from the MIPIM conference.
Social clauses for those undertaking development within the city centre	When awarding contracts to developers, the Board would like to know more about the options to include social contracts to encourage use of local labour and supplies.
The Coventry Plan	To come to scrutiny at an appropriate point to discuss how it is developing.
# Tourism, business tourism and destination marketing	To look at the growth and promotion of the hospitality industry in the City and its impact on job creation. Also to look at why people visit Coventry and how this can be encouraged.
Support to businesses	What support do we offer to small and medium businesses to help them to survive and grow. How do we help them access the funds that are available to them?
The Job Strategy	To review the City's job strategy.
Employment and training	To look at the job vacancies across the city (to invite JobCentrePlus to the meeting) and the Chamber of Commerce. Having identified the key areas where there are vacancies, to talk to training providers (including the universities) to see how these gaps can be addressed.
# Retention of wealth in the city	To look at how the people who earn money and live in the city can be encouraged to spend their wealth in the city.

Streets and Neighbourhoods (4)

Issues marked # are those added to the list or amended following discussion at the joint scrutiny board meeting on 26th June

Items greyed-out have already been considered

Work programme item	Brief Summary of the issue
Grounds Maintenance and Street Cleansing restructure review	To review implementation of the new service model and whether the original objectives have been met
Street-lighting PFI update on progress	To review implementation and whether the original objectives are being met
Update on Nuisance Car Sales	A report came to SB4 on 29th February 2012. A request was made that the progress report came back to the Board before the Cabinet Member, next municipal year
Waste Strategy Update	A progress update on the Waste Strategy at the first meeting of the year
Sexual Entertainment Venue Licensing Policy	To look at the refreshed Sexual Entertainment Licensing Policy following the interim policy for 2011-12
Dog Fouling	A request for further information on action against dog fouling in public spaces
Police and Crime Commissioner and Police and Crime Panels	The Board requested information on progress on the implementation of changes in the introduction of an elected Police and Crime Commissioner for the West Midlands, particularly focussing on the relationship with Scrutiny.
CCTV FSR	A report on the progress of the CCTV FSR
Ward Forum Communications Strategy	Members requested an update on progress on how information about Ward Forums was being communicated to members of the public following the Ward Forum Review in 2011/12
Christmas Waste collection arrangements	The Board requested information on the planning in place for the collection of Christmas waste. The Board will also consider the effectiveness of the plans in the new year.
New approach to DVA	The Board requested an update on progress on implementation of the new approach to tackling domestic violence
Scrap metal theft	An update on progress as well as information on disposing waste and theft hotspots was requested following a briefing note presented on 28 th March 12
Update on the Christmas waste collection	The Board will consider the effectiveness of the plan that were put in place for Christmas 2012
Street Trading Policy review	To update the Board on the progress and review of the new Street Trading policy.
Public realm improvements Phase 2 2012	To look in detail at the legacy of the Olympics in the city and the continued improvements works in Phase 2.
Street Furniture and A-Boards	To look at the Council's policy on reducing street furniture and the use of A-boards on pavements.
Flood Risk Management	The Board is the designated Flood Risk Management committee and will scrutinise plans for flood risk management.
#Taxi Licensing Policy	To ensure that Scrutiny Members have an input into the development of the refreshed taxi licensing policy
#Neighbourhood Wardens and Neighbourhood Impact Officers	To look at the role of the Neighbourhood Wardens and the new Neighbourhood Impact Officers to identify the benefit they are making to neighbourhoods.

Health, Social Care and Welfare Reform (5)

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Work programme item	Brief Summary of the issue
<u>Formal Meeting:</u> Arden Cluster Finances	The Chief Executive of the Arden Cluster and the Director of Finance will give an overview of the financial position of the Coventry health economy, including information about planned savings and efficiencies to be made over the coming year.
University Hospitals Coventry and Warwickshire Quality Account	To consider the Trust's Quality Account for 2010/11. This document identifies the hospitals key objectives for improving clinical quality over the coming year.
Coventry and Warwickshire Partnership Trust Quality Account	To consider the Trust's Quality Account for 2010/11. This document sets out the plans for improvements in the clinical quality of mental health, learning disability and substance misuse services.
Informal work programme planning meeting - role of Scrutiny - scope and remit of the Board - overview of last year	Introduction to Scrutiny in Coventry Brief overview of the City Council services the Board is required to scrutinise. Overview of the local health economy and current developments towards the implementation of the Health and Social Care Act 2012. Work Programme discussion.
Planning for Maternity and Paediatric Services Consultation	There will be an opportunity in the informal meeting for the Board to consider the context of the Maternity and Paediatric Services Review and the approach they intend to take at the following meeting.
North Warwickshire Maternity and Paediatric Services Review	Over the past year there has been a review of maternity and paediatric services in Coventry and North Warwickshire which has resulted in some proposed changes to the services delivered at George Eliot NHS Hospital Trust. The Board has been invited to make a formal response to the consultation and this meeting will be the primary source of evidence that will contribute to the response.
Coventry Local Involvement Network (LINK) Annual Report	The Board are required to consider the Annual Report of its Local Involvement Network (LINK) to ensure that it delivers value for money.
Home Meals Service	During the last civic year the Board considered plans for a new provider to undertake the delivery of home meals to adult social care clients. The Board asked for an update following a period of operation by the new service and officers will report on the performance of the new provider so far.
tbc- Director of Public Health's Annual Report / JSNA Update	This document sets out the key issues facing the health of the Coventry population. The recommendations are intended to reduce health inequalities and improve health and wellbeing in the City.
Financial Position at UHCW	Following the presentation at the 11 th June meeting the Board will wish to be re-assured as to the financial position of the local hospital.
Coventry Community Health Services (CWPT)	During 2011 the Primary Care Trust's Community Services transferred to the Coventry and Warwickshire Partnership Trust as part of the national 'Transforming Community Services' initiative.

Health Provision for Ex-Servicemen	During the 2011/12 civic year Members expressed an interest in
Health and Social Care Act update / CCG development	Over 2012/13 Coventry and Rugby CCG will be seeking authorisation and making plans to take over a large proportion of the Coventry health spend. It will be appropriate for the Board to scrutinise progress and monitor the development of the CCG.
Annual Report of the Safeguarding Adults Board	The City Council is committed to the effective safeguarding of vulnerable adults in the City according to the 'No Secrets' guidelines. The Safeguarding Adults Board is the strategic partnership body which oversees safeguarding work in the City and its Annual Report gives details of progress in the various domains of activity. The date for this may need to be amended possibly by the additional of an extra meeting.
Coventry Adult Social Care Local Account	There is no external assessment of adult social care services in the city, therefore there will be another self-assessment by the City Council of the performance and outcomes of its Adult Social Care services.
Smoking	Smoking has long been identified as the single biggest driver of ill health in the City. In 2010 a number of west midlands PCTs introduced a tariff scheme based on an 'any willing provider model' of smoking cessation activity. The Board may wish to scrutinise progress in delivering the objectives of this approach – 'the industrialisation' of smoking cessation activity.
Tbc - Coventry's Health and Social Care Economy – Chief Executives Q&A	The Board has traditionally taken an annual opportunity to hold a meeting with the Chief Executives of the main health bodies operating in the City to discuss topical and strategic issues. The NHS is currently going through the most significant period of change in its history and the Board will be looking to ensure that the current set of reforms are being introduced with the interests of Coventry patients in mind. Additionally the City Council will be playing a more significant role in the strategic direction of health services and the Board will wish to monitor the transfer of public health from the PCT to the City Council.
End of Life care pathways	Comparisons of Coventry with other populations have demonstrated that more people die in hospital than might be expected, in part as a result of poor 'end of life' provision in the City. An 'end of life' care pathway has been developed and the Board has expressed an interest in both learning more about this and understanding any barriers to further progress.
Healthwatch development	The Board asked for a further briefing note on the process involved in commissioning Healthwatch services.
Visit to UHCW / Building on Experience report back	The Board has been invited to make a visit to the University Hospitals site in Coventry.
Pharmaceutical needs Assessment	A further element of the Governments NHS reforms is the transfer of various responsibilities from PCTs to local authorities, one of these being the requirement to undertake a Pharmaceutical Needs Assessment.
Personalisation – service user experience	Personalisation is the agenda in the development of adult social care services which puts services users at the centre of the care they receive. The Board is aware of these plans and established last year that it would like to understand more about the service user experience of these reforms.
Health and Well-being Board development	In June of this year the City Council's shadow Health and Wellbeing Board met for the first time. The establishment of this Board to oversee the local health and social care economy will be a significant development for the City which the Scrutiny Board will be required to maintain an overview of. Additionally, its establishment will require an evaluation of the role of the Scrutiny Board to ensure that duplication is avoided.

Health and Social Care Commissioning	A significant amount of work is already done by the City Council and NHS Coventry in joint commissioning of key services. A Government reform agenda will require further improvements of the alignment of health and social care pathways and one topic the Board may wish to scrutinise is this area of partnership working.
??Health provision for ex service personnel	This was identified as a possible work programme item. The Board will need to decide whether/how to progress this
#Welfare Reform	Potential task and finish work to look at Council Tax Benefits and Personal Budgets

Transport and Infrastructure Development (6)

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Work programme item	Brief Summary of the issue
Cycling Coventry	To look at the £3.5 million Cycling Coventry project grant in more detail to enable the Board to identify further areas of work on this item.
Coventry Homefinder	To review the service and identify trends following the changes made in November 2011
Update on the Green Deal and subsidies and offers available	Following a briefing note at the Board on 18th January, the Board requested a further update on progress and detail on the Green Deal and other offers. Focussing on publicity of the offers, uptake and any potential barriers to why people may not be making use of the offers.
Low Carbon FSR	An update on progress on the Low Carbon FSR and also to look at what low carbon measures are being taken to increase the Council's energy efficiency, including Directorate level information. Also to look at what Coventry is learning from best practice from other areas and organisations.
Fundamental service review outcomes and resulting issues:	The Board asked to be involved where it can make the most impact and progress on FSR. Specifically - Choice based lettings policy; Re-commissioning of homelessness services; Work with private sector landlords, including accreditation
Empty and Neglected Properties	To provide information on what steps are being taken to reduce the number of empty and neglected properties in the city.
Development of tools to tackle homelessness	Linked to Welfare Reform
Coventry Housing Strategy	This item is very broad and specific elements within it will be considered by the Board.
Supporting People progress report (June 12)	The Board considered a report on the progress of the review of this issue. It asked for a progress report to be submitted 6 months' after the outcomes of the review had been implemented.
Future housing provision for older people	The Board wish to discuss how the housing needs of older people could be met in future.
# Progress report on the Climate Change Strategy	The annual report on progress against the actions and outcomes of the Climate Change Strategy brought to the Board in January 2012. The Board will also be interested in future plans and how the outcomes will be delivered over the lifespan of the strategy. This item is very broad and specific elements within it will be considered by the Board in more detail.
Aerial Thermal Survey	Following the report to the Board in December 2011 the Board were supportive of the survey being repeated.
Heatline update on progress	The Board requested an update on progress on the implementation of the Heatline project
Progress on Canley Eco Houses and site visit	The Board requested further information on progress on the demonstration project in Canley
Connectivity to key transport hubs	This would include links with Birmingham International, Coventry Airport, Milton Keynes, Leicester and London, within the wider context of HS2
Electric Buses	
S106/Community Infrastructure Levy	
Supply of social housing	This item will look at what strategies are in place to increase the supply of social housing, including use of brown-field site, bringing empty properties into use and private landlords