

Scrutiny Co-ordination Committee

Scrutiny Work Programme 2016/17

13th July 16
Crime and Community Safety performance Council Plan progress Outside Bodies Report
7th Sept 16
Combined Authority
12th October 16
Electoral Registration and Voter Engagement Selective Licensing
9th November 16 7th December 16 11th January 17 8th February 17 15th March 17 12th April 17 Date to be allocated
Progress on commissioned DVA services Welfare Reform Air Quality Connecting Communities Climate Change Female Genital Mutilation
“If required” meetings also scheduled for 27 th July 16, 10 th August 16, 21 st September 16, 19 th October 16, 16 th November 16, 25 th January 17, 22 nd February 17, 29 th March 17

Appendix 1

Date	Title	Detail	Cabinet Member/ Lead Officer
13th July 16	Crime and Community Safety performance	To review: <ul style="list-style-type: none"> • Work of the Police, Crime and Community Safety Board; • Information on funding that is distributed to which services. • Membership and representation • Sub-group and remit and Chairs • Involvement of the third sector • Scope of the planned review of the Board • End of year performance • PCP questionnaire on his plan priorities 	Cllr A Khan
	Council Plan progress	An opportunity for members of the Board to look at Council performance across all areas and identify any areas that may need further scrutiny. Including equalities action.	Si Chun Lam Cllr Duggins
	Outside Bodies Report	Scrucoco can decide which outside bodies they receive reports on at their meetings. This report provides opportunities to identify the criteria for which reports are submitted throughout the year.	Gennie Holmes
7th Sept 16	Combined Authority	Detail on finance, transport, and accountability. Economic plan – implications for Coventry Citizens.	Martin Reeves Cllr Duggins
12th October 16	Electoral Registration and Voter Engagement (Local Democracy Week)	To consider the Council's engagement plan and to follow up on actions from the previous Board meeting. (expand)	Liz Read
	Selective Licensing	To consider the outcomes of the consultation	Tracy Miller
9th November 16			
7th December 16			
11th January 17			
8th February 17			
15th March 17			
12th April 17			

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Date	Title	Detail	Cabinet Member/ Lead Officer
Date to be allocated	Progress on commissioned DVA services	Following their meeting on 14 th October 2015, Board Members agreed to receive annual progress updates, including October 2016. To include contributions from the Police and Whitefriar's Housing and any information on a regional perpetrators programme.	Cllr A Khan
	Welfare Reform	Further review of impacts of changes to welfare provision and the services provided by partners in the city. Including most recent changes announced.	Glenda Cowley/ Welfare Reform Working Together Group Richard Sharp - The DWP Coventry and Warwickshire Operational Leader Cllr Bigham
	Air Quality		
	Connecting Communities		
	Climate Change		
	Female Genital Mutilation		
"If required" meetings also scheduled for 27 th July 16, 10 th August 16, 21 st September 16, 19 th October 16, 16 th November 16, 25 th January 17, 22 nd February 17, 29 th March 17			

Finance and Corporate Services Scrutiny Board (1) Work Programme 2016/17

6 July 2016
The Digital Agenda
7 September 2016
2017-20 Medium Term Financial Strategy and Efficiency Strategy
19 October 2016
Reserves
30 November 2016
25 January 2017
29 March 2017
Dates to be determined
Impact of changes to Local Council Tax Support Scheme Medium Term Financial Strategy Workforce Strategy Procurement Strategy and Social Value Act Friargate Customer Services The EU Reserves Capital Programme

Appendix 1

Date	Title	Detail	Lead Officer
6 July 2016	The Digital Agenda	To introduce the developing Digital Strategy enabling the Board to input into it as it is still in draft form. To look to set up a working group to develop further strands of work. This will be identified at the meeting.	Lisa Commane
7 September 2016	2017-20 Medium Term Financial Strategy and Efficiency Strategy	To discuss the Council's Medium Term Financial Strategy and its new Efficiency Strategy	Paul Jennings
TBC	Impact of changes to Local Council Tax Support Scheme	Changes have been proposed to the Local Council Tax Support Scheme. If approved by Cabinet in 2016, the Board have asked that the impact of implementation is looked at after 6 months. To include how much money has been raised as a result of this change, how much it has cost to collect, levels of arrears and the impact on residents. Look to invite external partners in to inform discussion e.g. CAB.	Barrie Strain/Glenda Cowley
19 October 2016	Reserves	To look at reserves in detail and how the information on them is presented to the public.	Chris West/ Barrie Hastie
TBC	Workforce Strategy	To input into the workforce strategy	Barbara Barrett
TBC	Social Value Act	To examine the extent to which the Social Value Act is delivering added value when we are letting contracts.	Liz Welton
TBC	Friargate	To look at progress towards meeting the financial targets associated with the move to Friargate.	Chris West
TBC	Customer Services	To hold a meeting in the new Customer Service Centre to discuss new ways of working and how these can be rolled out across the Council.	Lisa Commane
TBC	Capital Programme	To look at the projects being delivered including whether there is sufficient workforce capacity to do so.	Paul Jennings
TBC	The EU	To investigate the implications of the leave vote on the pension fund and likely requirement for additional savings from Local Authorities.	Chris West

Education and Children's Services (2)

Scrutiny Work Programme 2016/17

16th June 16
Recruitment and Retention of Social Work Staff (task and finish group) Improvement Board - 11 May 2016
21st July 16
SCR Early Help Strategy Improvement Board - 22 June 16
15th September 16
'Stepping Up' and 'Stepping Down' Process for Social Care cases. Quality Assurance Auditing SCR – Child F
13th October 16
Supervision of Social Care Staff recommendations Teen pregnancy and PSHE in schools Health Visiting Contract Improvement Board Report – 14 September 16
10th November 16
8th December 16
Improvement Board Report – 2 November 16
12th January 17
Education Performance Report Improvement Board Report – 14 December 16
9th February 17
Improvement Board Report – 25 January 17
9th March 17
Monitoring of SCR recommendations from 15/16
6th April 16
Progress Reports
Changes to adoption agency – progress report Unaccompanied Asylum Seeking Children - briefing note LSCB Annual report Youth Offending Service – progress report Family Drugs and Alcohol Court – progress report MASH update - progress report 12 Jan 17 Children's Social Care Workforce Strategy – progress report 9 Feb17
Proposed Agenda Items
Voices of Care Consultation on proposed changes to the school transport service. Staying Put Policy and Preparation for Leaving Care Young Carers Serious Case reviews Commissioned Services including Residential Care

Appendix 1

CAMHS
Academisation Programme
Short Breaks Review
School based police panels
Prevent in schools

Appendix 1

Date	Title	Detail	Cabinet Member/ Lead Officer
16th June 16	Recruitment and Retention of Social Work Staff (task and finish group)	Members wanted to look in depth at the recruitment of social workers including consideration of reasons for lack of interest in previous recruitment campaigns and remuneration and responsibility levels of social workers. To include reputational factors as well.	John Gregg Cllr Ruane
	Improvement Board - 11 May 2016	A standing item as agreed by Council reporting progress against the areas identified in the improvement notice.	John Gregg Cllr Ruane
21st July 16	SCR	The Board will consider recommendations from a serious case review.	Janet Mokades Cllr Ruane
	Early Help Strategy	To receive a progress report on the Early Help Strategy including the Strengthening Families. Also to include hard to engage families (see SCR recommendations)	John Gregg Fran Doyle Cllr Ruane
	Improvement Board - 22 June 16	A standing item as agreed by Council reporting progress against the areas identified in the improvement notice.	John Gregg Cllr Ruane
15th September 16	'Stepping Up' and 'Stepping Down' Process for Social Care cases.	Following the Boards consideration of the SCR on Baby C Members requested more information on the new processes implemented as a result of the recommendations	John Gregg
	Quality Assurance Auditing	Following the Boards consideration of the SCR on Baby C Members requested more information on the auditing of case work to ensure consistency and quality of practice	John Gregg
	SCR – Child F	The Board will consider recommendations from a serious case review.	
13th October 16	Supervision of Social Care Staff recommendations	A progress report on the recommendations accepted by the Cabinet Member on 14/4/16	John Gregg Cllr Ruane
	Teen pregnancy and PSHE in schools	To consider what schools are doing to support the Teenage Pregnancy Strategy and how the Council is supporting them	Kirston Nelson, Nadia Ingliss Judith Simmonds Cllr Maton
	Health Visiting Contract	Members wanted to know more about the current health visiting contract particularly Health Visitors involvement in	Cllr Ruane

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Date	Title	Detail	Cabinet Member/ Lead Officer
		CAF's.	
	Improvement Board Report – 14 September 16	A standing item as agreed by Council reporting progress against the areas identified in the improvement notice.	
10th Nov 16			
8th December 16	Improvement Board Report – 2 November 16	A standing item as agreed by Council reporting progress against the areas identified in the improvement notice.	
12th January 17	Education Performance Report	An annual report with the headline performance data from schools, including vulnerable groups including children educated out of school and excluded pupils.	
	Improvement Board Report – 14 December 16	A standing item as agreed by Council reporting progress against the areas identified in the improvement notice.	
9th February 17	Improvement Board Report – 25 January 17	A standing item as agreed by Council reporting progress against the areas identified in the improvement notice.	
9th March 17	Monitoring of SCR recommendations from 15/16	The Board wanted to know how the outcomes of recommendations from SCR's are monitored and whether implemented recommendations have been effective in protecting children	Cat Parker
6th April 16			
Progress Reports		These items will only be reported to the Board by exception. Where progress is on track reports will be circulated to the Board for information only	
	Changes to adoption agency – progress report	A regional adoption agency has been established. Members wanted a progress report and information on performance	John Gregg Cllr Ruane
	Unaccompanied Asylum Seeking Children - briefing note	Members requested to be kept up to date on numbers of UASC in the city and services to support them	John Gregg
	LSCB Annual report	The annual report of the local safeguarding children's board	
	Youth Offending Service – progress report	An update on progress of the Youth Offending Service	Angie Parks Cllr Ruane
	Family Drugs and Alcohol	Progress on the work of the FDAC	John Gregg

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Date	Title	Detail	Cabinet Member/ Lead Officer
	Court – progress report		
	MASH update - progress report 12 Jan 17	Following the meeting in January 2016, Members requested a further progress update, particularly in relation to the recommendations made.	
	Children’s Social Care Workforce Strategy – progress report 9 Feb17	Following the introduction of the Workforce Strategy at their meeting on 25 February, Members requested a further progress report	John Gregg Cllr Ruane
Proposed Agenda Items	Voices of Care	Members requested regular updates on the work and benefits of the Voices of Care Council, including the results of surveys with LAC	Sheila Bates
	Consultation on proposed changes to the school transport service.	Following the change in timescales to implementation of changes Members requested that the Board considers the new proposals as part of the new consultation process.	Jeanette Essex Cllr Maton
	Staying Put Policy and Preparation for Leaving Care	To look in more detail at the Staying Put Policy, involving representation from the Foster Carers Association. The report should cover promotion of the policy with young people, children social work support at 18, financial support to Foster Carers. The Voice of the Child Task and Finish Group raised the issue of independence training and the Chair suggested that it be looked at separately. To include input from foster carers and care leavers as well as Route 21.	John Gregg Jivan Sembi Cllr Ruane
	Young Carers	Referred from the Corporate Parenting Board, to look at support offered to children and young people who are carers, especially those that are children in need, child protection or who come into care because of the health of their parents.	
	Serious Case reviews	The Board will consider recommendations from serious case reviews when they are published. To also include Wisteria Lodge investigation.	Cat Parker/Hardeep Walker Cllr Ruane/Janet Mokades
	Commissioned Services including Residential Care	Members requested further information about commissioned services and how contracts are awarded and monitored, including Barnardo’s. Members requested information on	John Gregg/Sally Giles Cllr Ruane

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Date	Title	Detail	Cabinet Member/ Lead Officer
		residential care provided by both the local authority and commissioned services	
	CAMHS	A follow up and progress report on work done with SB5 last year, especially in terms of prescription drug use. Also a task and finish group to investigate why there significantly high number of referrals through CAMHS on the ASD pathway.	Jacqueline Barnes
	Academisation Programme	The Board wanted to consider the implications of the Government white paper and the proposals for all schools to become academies by 2020.	Kirston Nelson Cllr Maton
	Short Breaks Review	To look in more detail at the provision of short breaks for disabled children	John Gregg Cllr Ruane
	School based police panels	A report on how the police are supporting improving behaviour in schools and tackling anti-social behaviour in partnership	Kirston Nelson Cllr Maton
	Prevent in schools	To look in more detail how the Prevent agenda is being delivered in schools	Kirston Nelson Cllr Maton

Business, Economy and Enterprise (3)

Scrutiny Work Programme 2016/17

Select Panel Work
Public Transport Infrastructure
Task and Finish group subjects
Tourism and Marketing European Funding Digital for Business Refreshed Green Space Strategy
Progress Reports
Selective Licensing – progress report
6th July 16
Public Transport background and context
21st Sept 16
Select Committee – Public Transport
2nd November 16
MIPIM Conference report Refreshed Green Space Strategy T&F Report
14th December 16
Select Committee – Public Transport report back
18th January 17 22nd March 17
Digital for Business T&F report back Tourism and Marketing T&F report back

Appendix 1

Date	Title	Detail	Cabinet Member/ Lead Officer
Select Panel Work	Public Transport Infrastructure	To look in more detail at the transport infrastructure of the city. Maybe link with the LEP single infrastructure plan for Coventry and Warwickshire and the devolved powers as part of the Combined Authority. Consider the relationship with the business sector. To include service providers, commissioners and users as witnesses.	Cllr O'Boyle Colin Knight Paul Boulton Rebecca Young
Task and Finish group subjects	Tourism and Marketing	To look in more detail at the Tourism Strategy, involving partners and the LEP (September)	Cllr O'Boyle David Nuttall
	European Funding	To consider the European funding that supports projects in Coventry	
	Digital for Business	To consider in more detail the work that the Council is doing to support high-speed connectivity, for both domestic and commercial users.	Cllr O'Boyle Rebecca Young David Cockroft
	Refreshed Green Space Strategy	The Green Space Strategy will be refreshed. Members wanted to ensure that recommendations made as a result of the Parks task and finish group were included in the Strategy, as agreed by the Cabinet Member.	Graham Hood Cllr Caan
Progress Reports	Selective Licensing – progress report	Following the acceptance of the recommendations from the T&F group on selective licensing Members requested the outcome of the consultation is considered by scrutiny before a final decision is made.	Helen Caves/Marcus Fothergill Cllr O'Boyle
6th July 16	Public Transport background and context	A briefing note providing the current position and background to public transport in the city to prepare Members for the select panel in September	Nigel Mills Cllr O'Boyle
21st Sept 16	Select Committee – Public Transport		Cllr O'Boyle Colin Knight

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Date	Title	Detail	Cabinet Member/ Lead Officer
2nd November 16	MIPIM Conference report	A report from the MIPIM conference	Cllr Maton
	Refreshed Green Space Strategy T&F Report	The Green Space Strategy will be refreshed. Members wanted to ensure that recommendations made as a result of the Parks task and finish group were included in the Strategy, as agreed by the Cabinet Member.	Graham Hood Cllr Caan
14th December 16	Select Committee – Public Transport report back	Report back on the evidence provided at the public transport select committee in September	Cllr O’Boyle Colin Knight
18th January 17			
22nd March 17	Digital for Business T&F report back		
	Tourism and Marketing T&F report back		

Communities and Neighbourhoods (4)

Scrutiny Work Programme 2016/17

20th July 16
Innovation in traffic management
14 September 16 16 November 16 18 January 17
Progress on the implementation of supported accommodation and floating support for homeless service users and ex-offenders (Salvation Army)
8 March 17
Progress on the Highway Asset Management Policy and Strategy Flood Risk Management and Drainage Update
5 April 17 Proposed Agenda Items
Delivering Early Action Neighbourhood Bid/IGNITE Project Fly-tipping and Littering – Task and Finish Group Policy for implementation and future management of residents parking schemes. Taxi Licensing Policy Future Burial Provision More effective community engagement

Appendix 1

Date	Title	Detail	Cabinet Member/ Lead Officer
20th July 16	Innovation in traffic management	To brief Members on progress and developments on innovative projects in traffic management	Cllr Innes Colin Knight Sunil Budhdeo
14 September 16			
16 November 16			
18 January 17	Progress on the implementation of supported accommodation and floating support for homeless service users and ex-offenders (Salvation Army)	At her Cabinet member meeting on 13 th Nov 15 the Cabinet member requested that a further progress report be submitted to Scrutiny so she can consider their comments.	Cllr Bigham Andrew Walster
8 March 17	Progress on the Highway Asset Management Policy and Strategy	Following approval at Cabinet on 5 th January Members requested progress on implementing the strategy and policy and whether the Council is meeting the requirements for funding. 6 months. To include information on pot hole actions.	Neil Cowper Cllr Innes
	Flood Risk Management and Drainage Update	An annual report on Flood risk Management and Drainage to be brought to Scrutiny in 2016/17. To include information on the following which was identified in March 2016. 1) Officers to look at the strategic network when closing roads during flooding events to prevent potential additional damage by flood water through vehicles continuing to use flooded routes. 2) Officers to look at the sandbag distribution network and investigate a flooding 'champion' role with elected members to ensure fair distribution of bags and update when supplies are running low. 3) To provide information on when the pond or alternative improved drainage scheme at Bannerbrook Park will be completed.	Neil Thomas Cllr Innes
5 April 17			
Proposed Agenda Items	Delivering Early Action Neighbourhood Bid/IGNITE Project	The IGNITE project delivered by Coventry Law Centre and Grapevine was awarded Early Action Neighbourhood Bid. Members are interested in progress.	Helen Shankster Cllr Bigham
	Fly-tipping and Littering –	Members would like to know what is being done to address the	Andrew Walster

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Date	Title	Detail	Cabinet Member/ Lead Officer
	Task and Finish Group	increase in fly-tipping and concern from residents. To look at the impact of reduced resources on Streetpride and street cleansing.	Cllr Innes
	Policy for implementation and future management of residents parking schemes.	To look in more detail at proposals for a policy on how to implement and manage residents parking schemes.	Jonathan Hagan Colin Knight Cllr Innes Karen Seager
	Taxi Licensing Policy		
	Future Burial Provision	There have been significant savings made to the budget, the Board may want to consider the implications of this.	Andrew Walster Graham Hood Cllr Innes
	More effective community engagement	Looking at how can we work together to share resources and fresh ways of engaging with neighbourhoods or communities of interest. Moving towards next form of partnership within the city - getting more residents as well as organisations involved in the discussion. Maybe looking at digital solutions.	Helen Shankster Cllr Bigham

Health and Social Care Scrutiny Board (5) Work Programme 2016/17

29 June 2016
Informal - Introduction to Health Scrutiny Formal - Adult Social Care Peer Review
20 July 2016
Sustainability and Transformation Plan (STP) Health and Wellbeing Strategy Overview
14 September 2016
Child and Adolescent Mental Health Services Transformation Agenda Winter Resilience Safeguarding Adults Board Annual Report
5 October 2016
Sustainability and Transformation Plan Update
23 November 2016
4 January 2017
1 February 2017
1 March 2017
5 April 2017
2016/17 – Dates to be confirmed
Sustainability and Transformation Plan – Out of Hospital Sustainability and Transformation Plan – In Hospital UHCW Transformation Plan UHCW Virginia Mason Adult Mental Health Services Public Health Key Priorities and Progress Adult Serious Incident Reviews Health impact of living conditions – The role of Social Housing Providers Health impact of living conditions – the impact of the physical environment outside the home The 0-19 Childrens Services Agenda – Health Perspective CCG financial and performance deficit Outcome of CWPT CQC Report Update on the implementation of action plan following the Adult Social Care Peer Review Safeguarding and personalisation

Appendix 1

Date	Title	Detail	Cabinet Member/ Lead Officer
		2016/17	
29 June 2016	Adult Social Care Peer Review	Outcome of the Adult Social Care Peer Review	Pete Fahy/ Cllr Abbott
20 July 2016	Sustainability and Transformation Plan	Provide information on the NHS System Transformation Plan which is being developed for Coventry and Warwickshire at the request of NHS England.	Andy Hardy/ Gail Quinton
20 July 2016	Health and Wellbeing Strategy Overview	To receive an overview from Public Health of the Health and Wellbeing Strategy Overview.	Jane Moore
14 September 2016	Safeguarding Adults Board Annual Report	To look at the Safeguarding Adults Board Annual Report, which is a report written by the independent Chair of the Board.	Cat Parker/ Lillian Ferraro
14 September 2016	Winter Resilience	That the System Resilience Group bring a report on winter resilience and planning the initiatives being put in place to deal with winter 2016/17.	Pete Fahy/ Sue Davies (CCG)/ David Eltringham/ Simon Gilby
5 October 2016	Sustainability and Transformation Plan	To receive an update on the STP.	Andy Hardy/ Gail Quinton
5 October 2016	Adult Social Care Annual Report (Local Account) 2015/16	This is the annual report of the Council related to services provided to Adult Social Care clients. The report summarises performance, provides commentaries from key partners and representatives of users and sets strategic service objectives for the future. The report will be circulated with the agenda and Members given the opportunity to ask questions at the end of the meeting.	Pete Fahy/ Gemma Tate
Late 2016	Update on the implementation of action plan following the Adult Social Care Peer Review	A further report on progress with implementing the action following the report authors visit in October. to include details of the independent evaluation of the progress being made in respect of safeguarding ensuring that a personalised approach is being taken in this area.	Pete Fahy
TBC	Safeguarding and personalisation	Outcome of the independent evaluation of the progress being made in respect of safeguarding ensuring that a personalised approach is being taken in this area.	Pete Fahy
TBC	Sustainability and	Includes frailty. To scrutinise the work being done on the out of hospital	TBC

Appendix 1

Date	Title	Detail	Cabinet Member/ Lead Officer
	Transformation Plan – Out of hospital	pathway identified as part of the STP.	
TBC	Sustainability and Transformation Plan – In hospital	To scrutinise the work being done on the in hospital pathway identified as part of the STP.	TBC
TBC	UHCW Transformation Plan	To pick up with UHCW their performance, particularly around the key indicators of A&E 4 hour wait, 18 week referral to treatment and delayed discharge and progress on dealing with their financial deficit.	Andy Hardy/ David Eltringham
TBC	UHCW Virginia Mason	This programme, sees the USA's 'Hospital of the Decade', Virginia, forming a unique partnership with NHS Improvement and five NHS Trusts, of which UHCW is one, over five years to support improvements in patient care. Virginia Mason Institute, known for helping health care organisations around the world create and sustain a 'lean' culture of continuous improvement. This will be an opportunity to hear about the benefits of the programme and potentially meet at the hospital. Input from Virginia Mason reps via video link will be requested.	David Eltringham
TBC	Child and Adolescent Mental Health Services Transformation Agenda	The CAMHS transformation agenda is underway and to look for ways that the service can be improved for children and young people. Concerns about waiting times and ensuring access to crisis support at all times.	Jacqueline Barnes/ Simon Gilby/ John Gregg
TBC	Adult Mental Health Services	To look at where the pressures points are in Adult Mental Health Services.	CCG/ Simon Gilby
TBC	Health impact of living conditions - the role of social housing providers	To invite in key social housing providers from across the City to look at how they work to provide social housing which maximises positive health impacts of tenants. Include role of community.	Whitefriars/ Public Health
TBC	Health impact of living conditions – the	To consider how physical environments in residential areas can improve the health and wellbeing of citizens. Include how these factors will be considered	Public Health/ Planning/

Appendix 1

Date	Title	Detail	Cabinet Member/ Lead Officer
	impact of the physical environment outside the home	as developments come forward as part of the local plan.	Environmental Health
TBC	The 0-19 Childrens Services Agenda – Health Perspective	Early help and prevention services for 0-19.	Public Health/ CCG/ CWPT
TBC	Public Health Key Priorities and Progress	For the Board to discuss, and influence, Public Health’s key priorities and monitor their progress.	Jane Moore
TBC	Adult Serious Incident Reviews	For the Board to look at Adult Serious Incident Reviews as they are published.	Cat Parker
TBC	CCG performance	To examine the performance of the CCG including their finances.	CCG
TBC	Outcome of CWPT CQC Report	To look at the outcome of the CWPT CQC inspection which took place in April. As of 27.06.16 the report has not been published.	Simon Gilby
TBC	Workforce	To look at how non-clinical opportunities in the NHS can be promoted, particularly through the use of apprenticeships and links with the two Universities.	UHCW/ Warwick University/ Coventry University/ Local Colleges
Visit - TBC	Frailty Unit - UHCW	Visit to UHCW to see new frailty pathway once established	Andy Hardy