

| |
|--|
| Crime and Disorder Select Committee |
| Review of Membership of Local Government Bodies |
| Outline Scope |

| | |
|--|---|
| Scrutiny Chair (Project Director): Councillor David Wilburn | Contact details: david.wilburn@stockton.gov.uk |
| Scrutiny Officer (Project Manager): Judy Trainer | Contact details: judith.trainer@stockton.gov.uk |
| Departmental Link Officer: NA | Contact details: |
| Which of our strategic corporate objectives does this topic address? | |
| <p>The review will also contribute to the following Council Plan 2017-2020 key objectives:</p> <p><i>Our Council</i></p> <ul style="list-style-type: none"> • Deliver a balanced and sustainable medium term financial plan • Ensure the Council uses its assets effectively • Develop and ensure delivery of a robust governance framework • Continue to improve the efficiency and effectiveness of our services | |
| What are the main issues and overall aim of this review? | |
| <p>Following on from the previous scrutiny review of membership of outside bodies, this review would further examine the overall spend and benefit derived from membership to determine value for money, with reference to:</p> <p>APSE – Association of Public Service Excellence LGA – Local Government Association NEPO – North East Purchasing Organisations NEREO – North East Regional Employers Organisation SIGOMA – Special Interest Group of Municipal Authorities</p> | |
| The Committee will undertake the following key lines of enquiry: | |
| <p>What is the level of use of outside bodies?</p> <p>What benefits are derived from membership?</p> <p>How best can information and learning be shared?</p> <p>Does membership represent value for money?</p> | |

| | |
|--|---|
| Is representation appropriate? | |
| Who will the Committee be trying to influence as part of its work? | |
| Cabinet, SBC Managers. | |
| Expected duration of review and key milestones: | |
| 3 months. | |
| What information do we need? | |
| Existing information (background information, existing reports, legislation, central government documents, etc.): | |
| <ul style="list-style-type: none"> • Membership costs and trends • Services and benefits from membership • Frequency of meetings, representation etc. | |
| New information: | |
| <ul style="list-style-type: none"> • Officer and Member Feedback on benefits of membership • SWOT analysis | |
| Who can provide us with further relevant evidence? (Cabinet Member, officer, service user, general public, expert witness, etc.) | What specific areas do we want them to cover when they give evidence? |
| Finance | Cost of current membership |
| SBC Managers and Members | Qualitative feedback on benefits of membership |
| How will this information be gathered? (eg. financial baselining and analysis, benchmarking, site visits, face-to-face questioning, telephone survey, survey) | |
| Committee meetings, reports, Officer and Member survey | |
| How will key partners and the public be involved in the review? | |
| Committee meetings | |
| Officer and Member Survey | |
| How will the review help the Council meet the Public Sector Equality Duty? | |
| Purpose of the Equality Duty: 'A workforce that has a supportive working environment is more productive'. | |
| How will the review contribute towards the Joint Strategic Needs Assessment, or the | |

implementation of the Health and Wellbeing Strategy?

NA

Provide an initial view as to how this review could lead to efficiencies, improvements and/or transformation:

- A better understanding of the benefits and added value that being a member of outside bodies provides
- Possible financial savings

DRAFT

Project Plan

| Key Task | Details/Activities | Date | Responsibility |
|--|---|----------------------|---|
| Scoping of Review | Information gathering | April 2017 | Scrutiny Officer |
| Tri-Partite Meeting | Meeting to discuss aims and objectives of review | 11 April 2017 | Select Committee Chair and Vice Chair, Cabinet Member(s), Director(s), Scrutiny Officer, |
| Agree Project Plan | Scope and Project Plan agreed by Committee | 27.04.17 | Select Committee |
| Publicity of Review | Determine whether Communications Plan needed | n/a | Link Officer, Scrutiny Officer |
| Obtaining Evidence | | 01.06.17 | Select Committee |
| Members decide recommendations and findings | Review summary of findings and formulate draft recommendations | 06.07.17 | Select Committee |
| Circulate Draft Report to Stakeholders | Circulation of Report | June 2017 | Scrutiny Officer |
| Tri-Partite Meeting | Meeting to discuss findings of review and draft recommendations | TBA | Select Committee Chair and Vice Chair, Cabinet Member(s), Director(s), Scrutiny Officer, Link Officer |
| Final Agreement of Report | Approval of final report by Committee | 06.07.17 | Select Committee, Cabinet Member, Director |
| Consideration of Report by Executive Scrutiny Committee | Consideration of report | 19.09.17 | Executive Scrutiny Committee |
| Report to Cabinet/Approving Body | Presentation of final report with recommendations for approval to Cabinet | 12.10.17 | Cabinet/ Approving Body |