

AGENDA ITEM

**REPORT TO EXECUTIVE
SCRUTINY COMMITTEE**

2 MARCH 2010

**REPORT OF DIRECTOR OF
LAW AND DEMOCRACY**

SCRUTINY WORK PROGRAMME – SELECTION OF IN DEPTH SCRUTINY REVIEWS

SUMMARY

The report presents suggestions received from Members and officers, together with the identified priorities following discussion at the Scrutiny Liaison Forum on 10 February 2010.

RECOMMENDATIONS

Executive Scrutiny Committee is invited to consider the priorities for review identified by the Scrutiny Liaison Forum and allocate topics to each of the Select Committees for the scrutiny work programme for 2010/11.

WORK PROGRAMME 2009/10

1. The current year's work programme has, in the main, focused on the Council's Efficiency, Improvement and Transformation (EIT) programme with Member involvement in the following reviews:

Arts, Leisure & Culture Select Committee

Three "Gateway" EIT reviews:

- Adult Operations
- Highways Lighting and Network Management
- Property and Facilities Management

Children & Young People Select Committee

- Child Placements EIT Review

Health Select Committee

- Fair Access to Care EIT Review

Environment Select Committee

- Carbon Management

Housing & Community Safety Select Committee

- Regulatory Services EIT Review

Corporate and Social Inclusion Select Committee

- Communication, Consultation and Engagement EIT Review
Regeneration and Transport Select Committee

- Commissioning and Provision of Public and Community Transport EIT Review

Executive Scrutiny Committee

EIT Reviews “reporting into” Executive Scrutiny Committee:

- Advice and Information Provision
- Youth Services
- Domestic Violence
- Commercial Trading

2. All of the current review work has or is nearing completion with the exception of the following two reviews:

- **Fair Access to Care Review** – Following legal advice, Health Select Committee will need to undertake consultation with service users while proposals are at a formative stage and following the forthcoming election. This will, in effect, only result in a delay of three months at most from the original timescales. However, further work on this review will need to be factored into their work programme later in the year.
- **Youth Services Review** – The Forum will be familiar with this EIT review which has been “reporting in” to Children and Young People Select Committee as well as Executive Scrutiny Committee. Following a desire expressed by Children and Young People Select Committee to undertake further work, the Executive Scrutiny Committee have previously agreed that the Children and Young People Select Committee will lead on further work on this review with a view to reporting to Executive Scrutiny Committee and Cabinet in the summer/early Autumn. This will also mean that the next Year 2 EIT review for Children and Young People Select Committee will not commence until later in the year.

SUGGESTED TOPICS FOR 2010/11

PICK System

3. Topics have been sought from Members and Officers on a standard pro forma in line with previous practice and other public bodies on the Local Public Service Board have also been invited to make suggestions. In addition, members of the public are able to suggest an issue for scrutiny at any time during the year.

4. Justification of proposals is presented based on public interest, impact, performance and efficiency issues and context. This PICK system approach allows a score to be given to each suggestion to help with prioritisation of topics. It should be stressed that the score is a tool to aid prioritisation and is not binding.

5. Similar to last year, the scoring of topics reflects the strategic importance of efficiency work as well as organisational effectiveness with reviews supporting the efficiency work taking a high priority. Suggestions under the heading Council performance and efficiency have therefore been given a greater weighting.

6. All of the suggestions received are summarised in the schedule set out in **Appendix 1** and given a PICK score. Each suggestion is cross referenced with supporting information. A pro forma for each EIT topic is included as well as other suggestions received from Members/ public at **Appendix 2**. An explanation of the PICK scoring method is attached at **Appendix 3**.

7. Scrutiny Liaison Forum met on 10 February 2010 to review the suggestions for in depth scrutiny and prioritised topics for review. The following list sets out the prioritised topics by Select Committee for consideration by Executive Scrutiny Committee:

EIT Reviews – By Select Committee

**Regeneration and Transport Select Committee –
Events, Arts and Tourism (Topic 1 – page 7)**

**Arts, Leisure and Culture Select Committee –
Sport, Leisure and Recreation (Topic 3 – page 11)**

**Children and Young People Select Committee –
Youth Services (Outstanding from Year 1)**

**Corporate, Adult Services and Social Inclusion Select Committee –
School Catering (Topic 4 – page 13)**

**Environment Select Committee -
Built & Natural Environment (Topic 2 – page 9)**

**Health Select Committee –
Fair Access to Care (Outstanding work from Year 1)**

Gateway Reviews – Officer Reviews reporting Housing and Community Safety Select Committee at Key Stages

Admin, Business Support/ Customer Services and Performance Management (**Topic 11 – page 27**)

Reporting to Executive Scrutiny Committee – Officer Reviews reporting into Executive Scrutiny Committee at Key Stages

- Procurement/ Commissioning (**Topic 10 – page 25**)
- Building Asset Review (**Topic 9 – page 23**)
- ICT Services (**Topic 8 – page 21**)

By Task and Finish Group

- Cycling on Pavements (**Topic 12 – page 29**)
- Outside Bodies (**Topic 13 – page 31**)

It is proposed that the review of mental health (**Topic 7 – page 19**) should be referred to the Tees Valley Joint Health Scrutiny Committee for review as the matter will also be of concern to other Tees Valley Authorities.

OTHER WORK

8. In addition to the in depth review work, Select Committees will continue to receive the usual action plans and progress reports in respect of the reviews which have concluded. An annual overview meeting will also be held towards the end of the year.

9. Regeneration and Transport Select Committee have also requested involvement with the review of Winter Emergency Arrangements. As an officer review has already commenced, Executive Scrutiny Committee have previously agreed that a report will be presented to Regeneration and Transport Select Committee during the summer for consideration and challenge prior to consideration by Cabinet.

10. Health Select Committee continues to be responsible for receiving statutory and non statutory health consultations and briefings.

FINANCIAL AND LEGAL IMPLICATIONS

There will be staffing implications in order to provide the necessary support for reviews.

RISK ASSESSMENT

The selection of appropriate topics for review can help to support service improvement; the selection of inappropriate topics will lead to the waste of officer and Member time and resources.

Director of Law and Democracy

Name of Contact Officer: Margaret Waggott
Telephone No: 01642 527064
Email Address: margaret.waggott@stockton.gov.uk

Name of Contact Officer: Judy Trainer
Telephone No: 01642 528158
Email Address: judith.trainer@stockton.gov.uk

<u>Background Papers:</u>	None
<u>Ward(s) and Ward Councillors:</u>	Not Ward Specific
<u>Property Implications:</u>	None

SCRUTINY WORK PROGRAMME 2010/11

Topic No.	Page No.	Suggested Topic	Public Interest	Impact	Council Efficiency & Performance	Keep in Context	Total	Weighted Total
1	7	Events, Arts & Tourism	3	3	3	3	12	3
2	9	Built & Natural Environment	3	3	3	3	12	3
3	11	Sports Leisure & Recreation	3	3	3	3	12	3
4	13	School Catering	3	2	3	3	11	2.8
5	15	Children & Young Peoples Assessment/ Field Work	2	3	3	3	11	2.8
6	17	Mental Health & Learning Disability	2	3	3	2	10	2.6
7	19	Mental Health Services	2	3	3	2	10	2.6
8	21	ICT Services	1	1	3	3	8	2.2
9	23	Building Asset Review	1	1	3	3	8	2.2
10	25	Procurement & Commissioning	1	1	3	3	8	2.2
11	27	Admin, Business Support	1	1	3	3	8	2.2
12	29	Cycling on Pavements	2	2	2	2	8	2
13	31	Outside Bodies	1	1	2	1	5	1.4

APPENDIX 2

SELECT COMMITTEE WORK PROGRAMME 2010/11
SUGGESTED REVIEW – PRO FORMA

<p>Summary of issue you wish to be scrutinised, including key concerns and outcome for scrutinising the topic?</p> <p><u>Events, Arts & Tourism</u></p> <p>To include all aspects of Tourism, arts and events</p>
<p style="text-align: center;">NOTE: ENTRIES BELOW RELATE TO ISSUE CATEGORIES OF THE PICK PROCESS. PLEASE REFER TO THE EXPLANATION NOTES TO THIS FORM FOR FURTHER INFORMATION.</p>
<p>Public interest justification:</p> <p>The review will be of interest to local residents and visitors to Stockton. Many of the activities provided are designed to ensure access to all and focus upon the 'feel good' factor that attending a high quality, mostly free event brings.</p>
<p>Impact on the social, economic and environmental well-being of the area:</p> <p>Improving the council's events portfolio through innovation and efficiency will improve the social well being of residents. Attracting visitors to Stockton will also contribute to the economic well being of the area.</p>
<p>Council performance and efficiency in this area (including organisation development) if known:</p> <p>To be determined as part of baselining</p>
<p>Keep in Context (are other reviews taking place in this area?):</p> <p>Possible links to Sport, Leisure and Recreation EIT review</p>

Signed: R. Kench	Date: 01.02.10
Office Use:	
Pick score:	Considered by SLF:

SELECT COMMITTEE WORK PROGRAMME 2010/11
SUGGESTED REVIEW – PRO FORMA

Summary of issue you wish to be scrutinised, including key concerns and outcome for scrutinising the topic?

Built and Natural Environment

To include environmental policies and their delivery, such as

- Climate Change
- Energy
- Green Travel
- Green Space
- Street Art and furniture

NOTE: ENTRIES BELOW RELATE TO ISSUE CATEGORIES OF THE PICK
PROCESS.
PLEASE REFER TO THE EXPLANATION NOTES TO THIS FORM FOR FURTHER
INFORMATION.

Public interest justification:

The review will impact on the quality of life and wellbeing for many residents.

This review will be looking at policies and services that are designed to protect the public's interest in the local area and general health and well being by the provision of attractive, clean, green and safe surroundings.

Impact on the social, economic and environmental well-being of the area:

Will contribute to the social, economic and environmental well being of the area through the provision and implementation of policies that contribute to the long-term sustainability of the area.

Council performance and efficiency in this area (including organisation development) if known:

There are many National and Local indicators that measure environmental performance such as:

- NI 185 - CO2 reduction
- NI 188 - Climate change
- NI 192 - Household waste recycled
- NI 195 - Street cleaning effectiveness

Relevant and appropriate performance and efficiency information will be presented as part of the base lining information

Keep in Context (are other reviews taking place in this area?):	
Signed: R McGuckin	Date: 29.01.10
Office Use:	
Pick score:	Considered by SLF:

SELECT COMMITTEE WORK PROGRAMME 2010/11
SUGGESTED REVIEW – PRO FORMA

Summary of issue you wish to be scrutinised, including key concerns and outcome for scrutinising the topic?

Sports, Leisure and Recreation EIT Review

To include play and recreational development, use of parks, countryside, etc together with Sports Development activities and funding/subsidy provision provided to Tees Active Ltd.

NOTE: ENTRIES BELOW RELATE TO ISSUE CATEGORIES OF THE PICK
PROCESS.
PLEASE REFER TO THE EXPLANATION NOTES TO THIS FORM FOR FURTHER
INFORMATION.

Public interest justification:

The review will be of interest to local residents and visitors to Stockton.

The development of innovative approaches to complement or replace existing activities and the incorporation of good practice will encourage greater participation and have a greater impact on local people's satisfaction with the council.

Impact on the social, economic and environmental well-being of the area:

Improving the council's sport, leisure and recreation activities will improve the health and social well-being of residents.

Council performance and efficiency in this area (including organisation development) if known:

To be determined as part of base lining

Keep in Context (are other reviews taking place in this area?):

Possible links to Events/Arts/Tourism EIT review

Signed: R. Kench		Date: 01.02.10
Office Use:		
Pick score:	Considered by SLF:	

SELECT COMMITTEE WORK PROGRAMME 2010/11
SUGGESTED REVIEW – PRO FORMA

Summary of issue you wish to be scrutinised, including key concerns and outcome for scrutinising the topic?

School Catering

Provision of School meals to all primary schools (65), 2 secondary schools and 4 special needs schools throughout the borough, including breakfast clubs

NOTE: ENTRIES BELOW RELATE TO ISSUE CATEGORIES OF THE PICK
PROCESS.
PLEASE REFER TO THE EXPLANATION NOTES TO THIS FORM FOR FURTHER
INFORMATION.

Public interest justification:

Heightened media attention around health school meals vs the packed lunchbox has lead to greater public interest in health and nutritional standards provided through school meals.

The review will be of interest to all parents who have children attending one of the Borough's primary and secondary schools.

Impact on the social, economic and environmental well-being of the area:

The review will consider a key policy area, impacting on quality of life and wellbeing for many of the Borough's children, with a focus on the contribution school meals can make to their overall health and wellbeing.

Council performance and efficiency in this area (including organisation development) if known:


To be determined as part of base lining

Keep in Context (are other reviews taking place in this area?):

Links to former Obesity review.

Signed: J. McCann	Date: 01.02.10
Office Use:	
Pick score:	Considered by SLF:

SELECT COMMITTEE WORK PROGRAMME 2010/11
SUGGESTED REVIEW – PRO FORMA

<p>Summary of issue you wish to be scrutinised, including key concerns and outcome for scrutinising the topic?</p> <p><u>Children & Young People's Social Work</u></p> <p>Scope to include all Children's Social Work Teams (including Children with Disabilities Team) and Child Review Unit.</p> <p>Key areas to be addressed:</p> <ul style="list-style-type: none"> ▪ Training, recruitment and retention of qualified staff ▪ Current structures and arrangements for service delivery ▪ Local and national challenges facing service
<p>NOTE: ENTRIES BELOW RELATE TO ISSUE CATEGORIES OF THE PICK PROCESS. PLEASE REFER TO THE EXPLANATION NOTES TO THIS FORM FOR FURTHER INFORMATION.</p>
<p>Public interest justification:</p> <p>The review will incorporate the evaluation of efficiency and value for money.</p> <p>The Council's statutory duties will be considered in relation to service delivery.</p>
<p>Impact on the social, economic and environmental well-being of the area:</p> <p>The wider impact of services on the safety and overall well being of children will be a consideration.</p>
<p>Council performance and efficiency in this area (including organisation development) if known:</p> <p>The Council has a generally strong track record of service delivery in relation to children's services, although the unannounced inspection of contact, referral and assessment arrangements which took place on 5 and 6 January 2010 identified a number of key challenges in this specific service area.</p>
<p>Keep in Context (are other reviews taking place in this area?):</p> <p>An Ofsted inspection of safeguarding and looked after children could take place in this year, with two weeks' notice.</p>
<p>Signed:  Date: 04.02.10</p>

Office Use:	
Pick score:	Considered by SLF:

SELECT COMMITTEE WORK PROGRAMME 2010/11
SUGGESTED REVIEW – PRO FORMA

<p>Summary of issue you wish to be scrutinised, including key concerns and outcome for scrutinising the topic?</p> <p><u>Mental Health and learning Disability</u></p> <p>Services provided by or on behalf of the Council to adults with:-</p> <ul style="list-style-type: none"> - Mental Health Needs - Learning Disabilities (LD) <p>Services will be reviewed in terms of being fit for purpose:-</p> <ul style="list-style-type: none"> - Providing value for money - Being in line with Strategic intent of adult health and social care services, for example incorporating the principles of Personalisation and Self-Directed support. - Identify areas for significant improvement innovation and transformation.
<p>NOTE: ENTRIES BELOW RELATE TO ISSUE CATEGORIES OF THE PICK PROCESS. PLEASE REFER TO THE EXPLANATION NOTES TO THIS FORM FOR FURTHER INFORMATION.</p>
<p>Public interest justification:</p> <p>The review will incorporate the evaluation of efficiency and value for money.</p> <p>The Council's statutory duties will be considered in relation to service delivery.</p>
<p>Impact on the social, economic and environmental well-being of the area:</p> <p>The wider impact of services on overall well being will be a consideration.</p>
<p>Council performance and efficiency in this area (including organisation development) if known:</p> <p>Commissioning and provision arrangements for these client groups is very complex and, in some areas, traditional. Reviewing these arrangements in relation to client outcomes will identify areas for innovation and efficiency.</p>
<p>Keep in Context (are other reviews taking place in this area?):</p> <p>Notice of an inspection of adult services is expected before October 2010.</p> <p>CSED is carrying out a review of LD services with a view to assisting commissioners to develop a</p>

range of services based on housing with support.

Senior Managers are reviewing the current arrangements with Tees, Esk and Wear Valley Foundation Trust to provide Mental Health Services.

Signed:

Date: 3/2/2010

E. Ollanley



Office Use:

Pick score:

Considered by SLF:

SELECT COMMITTEE WORK PROGRAMME 2010/11
SUGGESTED REVIEW – PRO FORMA

Summary of issue you wish to be scrutinised, including key concerns and outcome for scrutinising the topic?

Mental Health Services

There is concern that the planned community services will not adequately provide effective services to replace in-patient current services.

Prompt and effective services are available to Stockton residents.

NOTE: ENTRIES BELOW RELATE TO ISSUE CATEGORIES OF THE PICK PROCESS.
PLEASE REFER TO THE EXPLANATION NOTES TO THIS FORM FOR FURTHER
INFORMATION.

Public interest justification:

Mental health problems affect 1 in 4 people at some time in their lives.

Increasing diagnosis of dementia in the elderly.

Discussed at Health Select Committee.

Impact on the social, economic and environmental well-being of the area:

High absence rates in all industries due to stress in the workplace.

If not “treated” quickly it can lead to long term absence and disability.

Council performance and efficiency in this area (including organisation development) if known:

Mental health raised as an issue by Health & Wellbeing Partnership following the CAA review.

Keep in Context (are other reviews taking place in this area?):

Not known.

Signed: Cllr Ann Cains

Date: 02/02/10

Office Use:	
Pick score:	Considered by SLF:

SELECT COMMITTEE WORK PROGRAMME 2010/11
SUGGESTED REVIEW – PRO FORMA

Summary of issue you wish to be scrutinised, including key concerns and outcome for scrutinising the topic?

ICT Services

Stockton shares a corporate ICT service with Darlington Council as part of the Xentrall partnership. As a larger shared service, ICT is delivering service improvements, both strategically and operationally, yet also delivering savings to both Councils.

A number of ICT functions still sit outside of Xentrall ICT Services in Stockton. These include; schools ICT and ICT relating to GIS provision. Elements of schools ICT provision are incorporated within the Council's BSF programme.

The review is to establish whether the current provision of ICT services outside of Xentrall ICT Services is the best arrangement for the Council. As part of the review, it may be also pertinent to discuss the provision of ICT services to schools with Darlington Council.

NOTE: ENTRIES BELOW RELATE TO ISSUE CATEGORIES OF THE PICK
PROCESS.
PLEASE REFER TO THE EXPLANATION NOTES TO THIS FORM FOR FURTHER
INFORMATION.

Public interest justification:

Although the service has limited direct visibility to the public, the delivery of ICT services is fundamental to the functioning of both schools and the Council. In addition, any efficiency identified may help to protect frontline services.

Impact on the social, economic and environmental well-being of the area:

A limited impact as above.


Council performance and efficiency in this area (including organisation development) if known:

Benchmarking frameworks exist for the provision of ICT services and those services in schools. Although Xentrall ICT Services undertake benchmarking, at this stage it is not certain whether this takes place for the provision of ICT in schools.

As part of Xentrall, ICT Services are contributing savings to both Stockton and Darlington Council's MTFP.

Keep in Context (are other reviews taking place in this area?):

Some elements of the ICT provision in schools are to be incorporated within the BSF programme. The scope of this review would not include these.

Signed: 		Date: 04/02/10
Office Use:		
Pick score:	Considered by SLF:	

SELECT COMMITTEE WORK PROGRAMME 2010/11
SUGGESTED REVIEW – PRO FORMA

<p>Summary of issue you wish to be scrutinised, including key concerns and outcome for scrutinising the topic?</p> <p><u>Building Asset Review</u></p> <p>Assessment of opportunities for improved use and utilisation of Council Buildings. This will include assessment of current expenditure, condition of buildings and opportunities for reductions and alternative use. It will link and incorporate reviews and strategies already ongoing e.g. BSF programme, Workwise, Youth Review etc, with the aim of developing a clear strategy to develop a sustainable asset portfolio which supports the delivery of services.</p>	
<p>NOTE: ENTRIES BELOW RELATE TO ISSUE CATEGORIES OF THE PICK PROCESS. PLEASE REFER TO THE EXPLANATION NOTES TO THIS FORM FOR FURTHER INFORMATION.</p>	
<p>Public interest justification:</p> <p>Direct impact on public through use of buildings</p>	
<p>Impact on the social, economic and environmental well-being of the area:</p> <p>Improve the overall asset portfolio and ensure Council assets support delivery of services in the area in the most appropriate manner.</p>	
<p>Council performance and efficiency in this area (including organisation development) if known:</p> <p>Although not clear for all areas the workwise programme identified potential savings associated with rationalisation. Given the current investment in BSF, Leisure facilities, Libraries, etc., we need to understand the impact and relationship with services utilising these and other buildings. National studies, most recently the Operational Efficiency Programme, have identified potential significant savings through asset review and rationalisation and these need to be explored in the context of service delivery within Stockton.</p>	
<p>Keep in Context (are other reviews taking place in this area?):</p> <p>BSF, Youth Review, Workwise, etc.</p>	
<p>Signed:</p>	<p>Garry Cummings</p>
<p>Date: 3/2/10</p>	

Office Use:	
Pick score:	Considered by SLF:

SELECT COMMITTEE WORK PROGRAMME 2010/11
SUGGESTED REVIEW – PRO FORMA

Summary of issue you wish to be scrutinised, including key concerns and outcome for scrutinising the topic?

Procurement & Commissioning

Stockton currently operates a devolved approach to Procurement and Commissioning. It has a small Corporate Procurement Team that provides advice and guidance and manages corporate contracts. In the main however frontline service staff procure and commission frontline goods and services. The main advantage to this arrangement is that the procurers and commissioners are closely connected to the frontline service providers. In some instances they may carry out both roles. The possible problems this can create is that the interaction between the procurers and commissioners isn't as frequent and efficient as it has the potential to be. This may mean we are not corporately controlling demand management, supplier relationships, and market influence as effectively as possible. In turn this has a potential knock on effect on possible economies of scale. Other authorities have undertaken reviews in this area and decided a more joined up approach is appropriate. At Stockton in the EIT Year 1 Programme the Communications Review reached similar conclusions. It is therefore proposed such an evaluation of Procurement and Commissioning takes place.

The anticipated outcomes of the review are:

- that the current processes and functions of Procurement and Commissioning will be documented and understood
- there will be an assessment of the contribution this function makes to the Council's service aims
- there will be suggested improvements either by improved:
 - improved mechanisms and processes
 - improved demand management and market influence
 - greater collaboration within SBC
 - possible joining together of functions

NOTE: ENTRIES BELOW RELATE TO ISSUE CATEGORIES OF THE PICK
PROCESS.
PLEASE REFER TO THE EXPLANATION NOTES TO THIS FORM FOR FURTHER
INFORMATION.

Public interest justification:

As mentioned above a substantial amount of procurement and commissioning activity is associated with frontline services e.g. social care, construction and physical development, communities fund, etc., so there will be considerable impact on or communities.

<p>Impact on the social, economic and environmental well-being of the area:</p> <p>The Council's Procurement Strategy contains strong principles and guidance on the impact on all of these areas. In particular any proposed developments in aggregation from this review need to be cognizant of potential harmful impacts on local businesses and the subsequent social ramifications.</p>	
<p>Council performance and efficiency in this area (including organisation development) if known:</p> <p>Benchmarking in this area is not as developed as many other services. CIPFA published in late 2009 the first survey it has undertaken on Procurement. Stockton participated in this. As might be envisaged in an initial attempt the methodology still has some issues that need to be fine tuned. Nevertheless the survey does provide some valuable information for comparison and stimulating a review to investigate differences.</p>	
<p>Keep in Context (are other reviews taking place in this area?):</p> <p>The Council has already committed to a Category Management approach on twelve categories of expenditure and the lessons learned from the initial projects need to be incorporated in this review.</p>	
<p>Signed: Paul Saunders Date: 29 January 2010</p>	
Office Use:	
Pick score:	Considered by SLF:

SELECT COMMITTEE WORK PROGRAMME 2010/11
SUGGESTED REVIEW – PRO FORMA

<p>Summary of issue you wish to be scrutinised, including key concerns and outcome for scrutinising the topic?</p> <p><u>Administration, Business Support/ Customer Services and Performance Management</u></p> <p>Services to be included are:</p> <ul style="list-style-type: none"> • Administration Services • Technical Support • Business Support • Performance Management Services <p>There is potential to deliver transformational change and efficiencies by reviewing the location, form and function of general admin, technical admin, business support and performance management by streamlining management structures, simplifying supervision and widening spans of control; and through better use of existing technology or investment in new technology on an invest to save basis.</p>
<p>NOTE: ENTRIES BELOW RELATE TO ISSUE CATEGORIES OF THE PICK PROCESS. PLEASE REFER TO THE EXPLANATION NOTES TO THIS FORM FOR FURTHER INFORMATION.</p>
<p>Public interest justification:</p> <p>Whilst the areas to be reviewed have limited visibility to the public, any efficiency identified will help to protect frontline services by ensuring that support services are lean and fit for purpose.</p>
<p>Impact on the social, economic and environmental well-being of the area:</p> <p>See above comments.</p>
<p>Council performance and efficiency in this area (including organisation development) if known:</p> <p>There is currently duplication of administration and support across the various Council services through:</p> <ul style="list-style-type: none"> • Dispersed General Admin, Office Services (e.g. printers etc.), PAs • Technical Support aligned to specific service rather than grouped by type • Performance Management Services aligned to service groups but fragmented in certain groups • Business Support aligned by both group and individual services • Location of services hasn't exploited opportunities to utilise existing general admin services

Keep in Context (are other reviews taking place in this area?):	
No	
Signed: Margaret Waggott	Date: 29 January 2010
Office Use:	
Pick score:	Considered by SLF:

SELECT COMMITTEE WORK PROGRAMME 2010/11
SUGGESTED REVIEW – PRO FORMA

<p>Summary of issue you wish to be scrutinised, including key concerns and outcome for scrutinising the topic?</p> <p><u>Cycling on Pavements</u></p> <p>A member of the public has requested that Scrutiny addresses the problem of people (and not only children) riding bicycles through Thornaby Town Centre which is a pedestrian-only area</p> <p>Nuisance and safety concerns have arisen in other Forums by members of the public and Councillors, in particular in the Town Centres across the Borough. Concerns were raised at the Housing & Community Safety Select Committee's Overview meeting regarding the issue and it had previously been suggested as a review topic for the 2009/10 work programme by Cllr Steve Nelson, but was not determined as a priority at that time.</p>
<p>NOTE: ENTRIES BELOW RELATE TO ISSUE CATEGORIES OF THE PICK PROCESS. PLEASE REFER TO THE EXPLANATION NOTES TO THIS FORM FOR FURTHER INFORMATION.</p>
<p>Public interest justification:</p> <p>The issue was suggested as a review topic by a member of the public.</p> <p>A petition was handed in at a Police Consultation Event in September 2008.</p>
<p>Impact on the social, economic and environmental well-being of the area:</p> <p>The problem has an adverse impact on the safety of residents and the environmental well being of the area.</p>
<p>Council performance and efficiency in this area (including organisation development) if known:</p> <p>N/A</p>
<p>Keep in Context (are other reviews taking place in this area?):</p> <p>During 2010 (August to October) the Authority will be carrying out the 3 yearly consultation programme for Community Safety priorities for the next 3 years (2011-14), and will be putting Cycling on Pavements as an item on the consultation 'menu'.</p> <p>If members are minded to conduct a scrutiny review on this issue, this could be scheduled for early 2011.</p>

Signed: Member of the Public		Date: 18 July 2009
Office Use:		
Pick score:	Considered by SLF:	

SELECT COMMITTEE WORK PROGRAMME 2010/11
SUGGESTED REVIEW – PRO FORMA

Summary of issue you wish to be scrutinised, including key concerns and outcome for scrutinising the topic?

Outside Bodies

Members are elected each year at Annual Council to attend various outside bodies, however there does not appear to be a clear understanding of how Member's report back from these bodies to other Council Members and Officers.

Is it necessary for the Authority to appoint members to each of these outside bodies and whether there are other bodies we do not currently appoint to that the Authority should be represented on?

Is the membership of outside bodies publicised widely enough?

Finally, is there a cost to the Authority for membership of outside bodies and, if so, does this provide value for money?

The key outcomes of the review would be:

- Members have a better understanding/clearer guidance on how to report back to Council
- Members are appointed to the most appropriate outside bodies
- The outside bodies Members are appointed to are contributing to the Authorities priorities and are providing value for money

NOTE: ENTRIES BELOW RELATE TO ISSUE CATEGORIES OF THE PICK PROCESS.
PLEASE REFER TO THE EXPLANATION NOTES TO THIS FORM FOR FURTHER INFORMATION.

Public interest justification:

Members appointments to and reporting back from bodies would become more efficient and effective, thereby improving the quality of outcomes for both the Authority and SBC residents

Impact on the social, economic and environmental well-being of the area:

Members appointments to and reporting back from bodies would become more efficient and effective, thereby improving the quality of outcomes for both the Authority and SBC residents

Council performance and efficiency in this area (including organisation development) if known:

Members appointments to and reporting back from bodies would become more efficient and effective, thereby improving the quality of outcomes for both the Authority and SBC residents

Keep in Context (are other reviews taking place in this area?):

Members Advisory Panel received a report in June 2006 outlining the process to assess and minimise the risk of members being appointed to Outside Bodies

In June 2008 a Task and Finish Group of the Corporate, Adult Services and Social Inclusion Select Committee recommended in their Review of Voluntary and Community Sector (VCS) that Members receive appropriate support to fulfil their roles on VCS bodies, including a review of guidance currently issued, and to consider how information regarding the activities of VCS organisations appointed to by this Council may be best brought to the attention of Members. Consequently all Councillors appointed to outside body organisations for 9/10 were advised of contact details of each organisation they have been appointed; and informed whether their role is as an executive of or adviser to, the organisation concerned. Members were also signposted to the existing guidance available to support them on outside bodies; and in particular to the Checklist to be considered by Councillors before commencing their role with the organisation and FAQ's regarding this role.

Signed: Cllr Dick Cains

Date: 29 January 2010

Office Use:

Pick score:

Considered by SLF:

PICK Scoring System

- **P**ublic Interest: the concerns of local people should influence the issues chosen

Score	Measure
0	no public interest
1	low public interest
2	medium public interest
3	high public interest

- **I**mpact: priority should be given to the issues which make the biggest difference to the social, economic and environmental well-being of the area

Score	Measure
0	no impact
1	low impact
2	medium impact
3	high impact

- **C**ouncil Performance and Efficiency: priority should be given to the areas in which the Council, and other agencies, are not performing well.

Score	Measure
0	'Green' on or above target performance/ efficiency
2	'Amber',
3	low performance 'Red'

- **K**eep in Context: work programmes must take account of what else is happening in the areas being considered to avoid duplication or wasted effort.

Score	Measure
0	Already dealt with/ no priority
1	Longer term aspiration or plan
2	Need for review raised but not adopted policy
3	Need for review acknowledged and already incorporated into programme or contained in a strategy and/or Council target

Each topic will be scored under each category as indicated above. Where a category is not applicable, no score will be given.

Weighting

Public Interest	Score x 0.2
Impact	Score x 0.2
Council Performance and Efficiency	Score x 0.4
Keep in Context	Score x 0.2