

**AGENDA ITEM**

**REPORT TO EXECUTIVE  
SCRUTINY COMMITTEE**

**4 JULY 2023**

**REPORT OF THE HEAD  
OF DEMOCRATIC SERVICES**

**SCRUTINY WORK PROGRAMME 2023/24 – SELECTION OF IN-DEPTH SCRUTINY  
REVIEWS**

**SUMMARY**

The report presents, for confirmation, the draft scrutiny work programme previously approved by Executive Scrutiny Committee at their meeting held on 28 March 2023.

**RECOMMENDATIONS**

Executive Scrutiny Committee are asked to confirm the Work Programme for 2023/24.

**WORK PROGRAMME 2022/23**

1. The previous year’s work programme is summarised below. All reviews were completed.

<b>Select Committee</b>	<b>In-Depth Review Topics</b>	<b>Standing Items</b>
Adult Social Care and Health	Day Opportunities for Adults Care at Home	Annual Monitoring  Consideration of NHS Service Changes (as and when required)  Annual Overview Meeting  Quality and Performance Reports (including health)  Frontline visits (currently paused)  (Members also involved in Joint Scrutiny arrangements)
Children and Young People	Child Poverty Contextual Safeguarding and Youth Relationships	Annual Monitoring  Annual Overview Meeting  Quality and Performance Reports  Frontline visits (currently paused)
Crime and Disorder	Bonfires on Public Land Tree Asset Management	Annual Monitoring  Annual Overview Meeting

People	Tees Credit Union Home Energy Efficiency and Green Jobs for the Future	Annual Monitoring Annual Overview Meeting
Place	Residents Parking Zones Planning (Development Management) and Adoption of Open Space	Annual Monitoring Annual Overview Meeting

### SUGGESTED TOPICS FOR 2023/24

2. Councillors and officers were invited to submit topic suggestions for the scrutiny work programme for 2023/24. The suggestions were prioritised and discussed by Scrutiny Liaison Forum. Comments from Scrutiny Liaison Forum were incorporated into a report which was considered by Executive Scrutiny Committee on 28 March 2023. Executive Scrutiny Committee agreed a draft programme at their meeting on 28 March 2023 and agreed that the draft work programme would be reported back for confirmation after the May 2023 local elections.

3. As in previous years, a “PICK” priority scoring system was used to allocate a score to each topic suggestion. It should be stressed that the score is a tool to aid prioritisation and is not binding in any way. All topic suggestions received, and their scores are attached at **Appendix 1**.

4. The topics scored “above the line” are listed by Select Committee (**Appendix 2**) on the basis that Select Committees tend to complete two in depth policy reviews each year. Members are reminded that Select Committees have flexible remits and there is the option to move reviews between Committees.

5. The PICK scoring system is attached at **Appendix 3**. Supporting information is attached at **Appendix 4**.

### CONSULTATION

6. Councillors and officers were asked to propose topics for the work programme.

### FINANCIAL AND LEGAL IMPLICATIONS

7. The work programme is resourced within existing budgets. No legal implications are identified at this stage.

### RISK ASSESSMENT

8. There is a need to meet legislative requirements and for the Council to put in place internal mechanisms to ensure the safety and quality of key services in addition to deploying resources in the most effective way. 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.

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Background Papers:

None

Ward(s) and Ward Councillors:

Not Ward Specific

Property Implications:

None

### Appendix 1 - Scrutiny Work Programme 2023/24

Ref No.	Suggested Topic	Public Interest	Impact	Council Efficiency & Performance	Keep in Context	Council Plan Priority	Outcome	Total	Comments
1	Access to GP and Primary Care	3	3	1	3	2	3	15	Referred from 2022/23 programme
2	Domestic Waste Collections, Kerbside Recycling and Green Waste	3	3	2	3	1	3	15	
3	Disabled Facilities Grants	2	3	1	3	2	3	14	
4	Adult Safeguarding Team	2	3	1	3	2	2	13	
5	Safety of staff in the Night Time Economy	2	2	1	3	2	3	13	
6	Cost of Living Response	3	3	0	1	2	3	12	
7	HAF Programme	3	3	0	1	2	3	12	
8	Narrowing the Gap in Educational Attainment	2	3	1	2	2	2	12	
9	Play Area Distribution, Maintenance and Physical Activity	2	2	2	2	2	2	12	
10	Adult Carers' Service	2	2	1	2	2	2	11	
11	Roadside Advertising	1	2	2	3	1	2	11	
12	Supporting Family Placements	2	2	1	1	2	2	10	
13	Noise Control Policy	2	2	2	3	0	1	10	
14	Council Tax Empty Property and Second Home Levy	2	2	1	2	1	2	10	
15	Recruitment and Retention	1	2	2	2	1	2	10	
16	Community Assets Based Approach	2	2	1	1	2	2	10	

## Appendix 2

### Topic Suggestions by Committee

Select Committee	Potential Topics (In order of start date)
Adult Services and Health	Access to GP and Primary Care Adult Safeguarding
Children and Young People	Narrowing the Gap in Educational Attainment HAF Programme
Crime and Disorder	Safety of staff in the Night Time Economy Play Area Distribution, Maintenance and Physical Accessibility
People	Cost of Living Response Disabled Facilities Grants Adult Carers' Service
Place	Domestic Waste Collections, Kerbside Recycling and Green Waste Collections Roadside Advertising

## PICK Priority Setting

### **P for Public Interest**

Members' representative roles are an essential feature of Scrutiny. They are the eyes and ears of the public, ensuring that the policies, practice and services delivered to the people of the District, by both the Council and external organisations, are meeting local needs and to an acceptable standard. The concerns of local people should therefore influence the issues chosen for scrutiny. This could include current issues. For example, dignity is consistently cited as a high priority for service users (e.g. Mid Staffordshire Enquiry, care in Winterbourne hospital) and scrutiny committees are well placed to influence the agenda locally and drive forward better-quality services). Members themselves will have a good knowledge of local issues and concerns. Surgeries, Parish Councils, Residents Associations and Community Groups are all sources of resident's views. Consultation and Surveys undertaken by the Council and others can also provide a wealth of information.

### **I for Impact**

Scrutiny is about making a difference to the social, economic and environmental well-being of the area. Not all issues of concern will have equal impact on the well-being of the community and there may be issues which are important to residents but where the Council can exert little or no influence. This should be considered when deciding the programme of work, giving priority to the big issues that have most impact and where scrutiny can tangibly influence the outcome. To maximise impact, particularly when scrutinising external activity, attention should also be given to how the committee could influence policy and practice.

### **C for Council Performance**

Scrutiny is about improving performance and ensuring the Council's customers are served well. With the abolition of external inspection regimes, scrutiny has an even more important role to play in self-regulation. Members will need good quality information to identify areas where the Council, and other external organisations, are performing poorly. Areas where performance has dropped should be our priority. As well as driving up Council performance, scrutiny also has an important role in scrutinising the efficiency and value for money of Council services and organizational development. In the current financial climate, the challenge for scrutiny is investigating whether improvements can be made within existing resources or with less resource and identify ways that demand for services can be reduced.

### **K for Keep in Context**

To avoid duplication or wasted effort priorities should take account of what else is happening in the areas being considered. Is there another review happening or planned? Is the service about to be inspected by an external body? Are there major legislative or policy initiatives already resulting in change? If these circumstances exist Members may decide to link up with other approaches or defer a decision until the outcomes are known or conclude that the other approaches will address the issues. Reference should also be made to proposed programmes of work in the Council's plans and strategies and whether topic suggestion is in line with the Council's four policy principles.

### **Council Plan**

All topic suggestions should be in line with the Council Plan.

### **Outcome**

Greater weighing will be given to those suggestions where it is clear that scrutiny will make a tangible difference, can exert influence, achieve savings and reduce pressure on demand for services.

## 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 direct 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 or proposals will identify efficiencies/ savings and reduce pressure on demand for services. NB a higher score is given to low performance.

Score	Measure
0	'Green' on or above target performance
1	'Amber',
2	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/ not a Council/ public sector priority
1	Longer term aspiration or plan
2	Need for review acknowledged and worked planned elsewhere
3	Need for review acknowledged

In addition, extra weighting will be given to suggestions which are in line with the Council's priorities and where it is clear that scrutiny can achieve a positive outcome:

- **C**ouncil Plan Priority

Score	Measure
0	Not a Council Plan priority
1	Council Plan priority but worked planned elsewhere
2	Council Plan priority and need for review acknowledged

- **O**utcome

Score	Measure
1	Low value added
2	Medium value added
3	High value added