

AGENDA

Overview and Scrutiny Committee

Date: **Monday 28 November 2011**

Time: **10.00 am**

Place: **The Council Chamber, Brockington, 35 Hafod Road,
Hereford**

Notes: Please note the **time, date** and **venue** of the meeting.

For any further information please contact:

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Agenda for the Meeting of the Overview and Scrutiny Committee

Membership

Chairman	Councillor A Seldon
Deputy Chairman	Councillor JW Millar
	Councillor AM Atkinson
	Councillor PL Bettington
	Councillor WLS Bowen
	Councillor MJK Cooper
	Councillor PGH Cutter
	Councillor EPJ Harvey
	Councillor MAF Hubbard
	Councillor RC Hunt
	Councillor TM James
	Councillor Brig P Jones CBE
	Councillor JLV Kenyon
	Councillor R Preece
	Councillor SJ Robertson
	Councillor P Rone
	Councillor PJ Watts

Statutory Co-optees

Mr P Burbidge – Roman Catholic Church
Miss E Lowenstein – Secondary School Governor
Mr T Plumer – Primary School Parent Governor
Mr P Sell – Church of England

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What is a personal interest?

You have a personal interest in a matter if that matter affects the well-being or financial position of you, your relatives or people with whom you have a close personal association more than it would affect the majority of other people in the ward(s) to which the matter relates.

A personal interest can affect you, your relatives or people with whom you have a close personal association positively or negatively. If you or they would stand to lose by the decision, you should also declare it.

You also have a personal interest in a matter if it relates to any interests, which you must register.

What do I need to do if I have a personal interest?

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- c) the interest does not fall within one of the exempt categories at paragraph 10(2)(c) of the Code of Conduct.

What do I need to do if I have a prejudicial interest?

If you have a prejudicial interest you must withdraw from the meeting. However, under paragraph 12(2) of the Code of Conduct, if members of the public are allowed to make representations, give evidence or answer questions about that matter, you may also make representations as if you were a member of the public. However, you must withdraw from the meeting once you have made your representations and before any debate starts.

AGENDA

	Pages
<p>1. APOLOGIES FOR ABSENCE</p> <p>To receive apologies for absence.</p>	
<p>2. NAMED SUBSTITUTES (IF ANY)</p> <p>To receive details of any Member nominated to attend the meeting in place of a Member of the Committee.</p>	
<p>3. DECLARATIONS OF INTEREST</p> <p>To receive any declarations of interest by Members in respect of items on the Agenda.</p>	
<p>4. MINUTES</p> <p>To approve and sign the Minutes of the meeting held on 17 October 2011.</p>	1 - 12
<p>5. SUGGESTIONS FROM MEMBERS OF THE PUBLIC ON ISSUES FOR FUTURE SCRUTINY</p> <p>To consider suggestions from members of the public on issues the Committee could scrutinise in the future.</p> <p><i>(There will be no discussion of the issue at the time when the matter is raised. Consideration will be given to whether it should form part of the Committee's work programme when compared with other competing priorities.)</i></p>	
<p>6. QUESTIONS FROM THE PUBLIC</p> <p>To note questions received from the public and the items to which they relate.</p> <p><i>(Questions are welcomed for consideration at a Scrutiny Committee meeting so long as the question is directly related to an item listed on the agenda. If you have a question you would like to ask then please submit it no later than two working days before the meeting to the Committee Officer. This will help to ensure that an answer can be provided at the meeting).</i></p>	
<p>7. BUDGET 2012/13 - PREPARATION AND EMERGING OPTIONS</p> <p>To receive a presentation on the preparation of the 2012/13 budget and the Executive's view on emerging options.</p>	
<p>8. YOUTH SERVICES REVIEW</p> <p>To receive a presentation on the Youth Services Review.</p>	
<p>9. WORK PROGRAMME</p> <p>To consider the Committee's Work Programme.</p>	13 - 36

PUBLIC INFORMATION

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At the meeting the Chairman will ask the members of the public present if they have any issues which they would like the Scrutiny Committee to investigate, however, there will be no discussion of the issue at the time when the matter is raised. Councillors will research the issue and consider whether it should form part of the Committee's work programme when compared with other competing priorities.

2. Questions from Members of the Public for Consideration at Scrutiny Committee Meetings and Participation at Meetings

You can submit a question for consideration at a Scrutiny Committee meeting so long as the question you are asking is directly related to an item listed on the agenda. If you have a question you would like to ask then please submit it **no later than two working days before the meeting** to the Committee Officer. This will help to ensure that an answer can be provided at the meeting. Contact details for the Committee Officer can be found on the front page of this agenda.

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- Inspect background papers used in the preparation of public reports for a period of up to four years from the date of the meeting. (A list of the background papers to a report is given at the end of each report). A background paper is a document on which the officer has relied in writing the report and which otherwise is not available to the public.
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- Access to this summary of your rights as members of the public to attend meetings of the Council, Cabinet, Committees and Sub-Committees and to inspect and copy documents.

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HEREFORDSHIRE COUNCIL

BROCKINGTON, 35 HAFOD ROAD, HEREFORD.

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HEREFORDSHIRE COUNCIL

MINUTES of the meeting of Overview and Scrutiny Committee held at The Council Chamber, Brockington, 35 Hafod Road, Hereford on Monday 17 October 2011 at 10.00 am

Present: Councillor H Bramer (Chairman)
Councillor A Seldon (Vice Chairman)

Councillors: AM Atkinson, WLS Bowen, MJK Cooper, PGH Cutter, EPJ Harvey, MAF Hubbard, RC Hunt, TM James, JLV Kenyon, JW Millar, R Preece, SJ Robertson, P Rone and PJ Watts

In attendance: Councillors AJ Hempton-Smith and MD Lloyd-Hayes

20. APOLOGIES FOR ABSENCE

Apologies were received from Miss E Lowenstein and Mr P Sell.

21. NAMED SUBSTITUTES

There were none.

22. DECLARATIONS OF INTEREST

Councillor H Bramer declared a prejudicial interest in agenda item 8: Accommodation Strategy because the business related to decisions by the Executive of which Councillor Bramer was a member at the time.

23. MINUTES

RESOLVED: That the Minutes of the meeting held on 30 September 2011 be confirmed as a correct record and signed by the Chairman, subject to Minute no 19 bullet point 4 line 2 being amended to read, *“gave too little notice to the Committee of Cabinet decisions, Cabinet Member decisions and Officer decisions and therefore did not offer the Committee the opportunity to consider how it might wish to be involved in scrutinising these decisions”*

24. SUGGESTIONS FROM MEMBERS OF THE PUBLIC ON ISSUES FOR FUTURE SCRUTINY

There were none.

25. BRIEFING ON COMMISSIONING ARRANGEMENTS WITH AMEY HEREFORDSHIRE

The Committee received a briefing on the commissioning arrangements between the Council and Amey Herefordshire.

The Assistant Director Place Based Commissioning introduced the report.

The Highway Network Manager (HNM) then commented on the detail of the report. He reported that the Cabinet Office in London had recognised the agreement with Amey as one

of the few examples where delivery of open public services was being achieved and had displayed the arrangements as best practice on their website.

In discussion the following principal points were made:

- A concern was expressed about the overhead it was understood Amey was entitled to add to some contracts. The HNM commented that a large amount of the work carried out by Amey was delivered in accordance with a schedule of rates agreed as part of the overarching contract with Amey. An overhead was applied by Amey where contracts were let for unscheduled works.
- Some Members remained concerned that the work being carried out by Amey did not represent value for money and this was the public perception. The HNM commented that account needed to be taken of the standard of work being delivered, the length of time the work would last, and the deployment of safe and environmentally sound working practices. The evidence suggested that the contract did represent overall value for money and mechanisms existed to encourage continuous improvement.
- It was requested that clarification be provided on the relationship between the Council, Amey and Amey Wye Valley Limited and the funding arrangements.
- Some Members expressed reservations about difficulties they had in communication with Amey, finding some of the procedures cumbersome. The HNM commented on steps that had been taken to facilitate communication between Councillors, Parish Councils and Amey. The Assistant Director agreed to give further consideration to improving communication channels.
- The amount of resource available to Amey to manage the highway network was raised, noting that some other Councils were borrowing to fund repairs. The Assistant Director acknowledged that there were constraints on the resources available.
- A Member commented that he considered Amey had demonstrated an ability to learn and there was evidence of efficient working practices. However, there were concerns about aspects of the contract. It was important that the Committee moved swiftly to identify key, strategic issues that it thought should be explored in detail, given the contract came to the end of its initial term at the end of August 2013 and a contract extension was under consideration.

RESOLVED: That a further report be made to the Committee on the contractual relationship between the Council, Amey and Amey Wye Valley Limited and the funding arrangements and on performance and compliance with the Amey contract.

26. YOUTH JUSTICE PLAN

The Committee considered the Youth Justice Plan prior to its consideration by Cabinet and recommendation to Council.

The Director for People's Services introduced the report and the Head of 11-19 Integrated Services commented on the detail.

The Head of Service highlighted that the Service was a high performing service. An inspection by Her Majesty's Inspectorate of Probation in January 2011 had been positive. Planned activity for 2011/12 was set out in the report. He commented on discussions about the possibility of putting the Service onto a Sub-Regional footing

based on the West Mercia area. This would make the Service co-terminous with the Probation Service and the Police Service and improve value for money.

In discussion the following principal points were made:

- That the Youth Offending Service (YOS) was responsible for offenders from age 10-17 at which point offenders became the responsibility of the Probation Service. There was a concern that the link between the YOS and the Probation Service needed to be strengthened to ensure that there was an awareness of those who were reoffending after age 17.
- It was acknowledged that there was no formal measure of reoffending after age 17. The potential creation of a service for West Mercia provided an opportunity to improve links.
- The implications of the review of the Youth Service were discussed. The Director commented that early intervention work had led to a reduction in the number of first time offenders but there was more to be done. The Youth Service Review was examining the use of resources which would include early intervention work.

RESOLVED: That Cabinet be advised that the link between the Youth Offending Service and the Probation Service needed to be strengthened to ensure that there was shared data about those who were reoffending after age 17; and that links to the review of the Youth Service needed to be borne in mind in relation to preventative work.

27. ACCOMMODATION STRATEGY

(Councillor H Bramer declared a prejudicial interest and left the meeting.)

(Councillor A Seldon (Vice-Chairman) in the Chair)

The Committee received a presentation on the Council's accommodation programme.

A report to Cabinet on 20 October: Locality Asset Review and Accommodation Programme had been circulated to the Committee. This included Locality Master plans for the 9 localities that had been identified within the County.

The Chief Officer – Finance and Commercial and the Strategic Asset Manager gave a presentation. The first part discussed the locality asset reviews, the intended outcomes and how pen portraits for each locality had been developed using a common template. The second part focused on the background to the development of the Plough Lane site and the current, revised proposals for the site.

In discussion the following principal points were made:

- It was asked whether there was a back up plan in place for the development of the Masters House, Ledbury, should the application for lottery funding be unsuccessful. The Strategic Asset Manager replied that in that event the options would be to scale down the project or ask Council to consider alternative sources of funding.

It was suggested that it would be detrimental to the Council's reputation if a scaled down project were to result in part of the building being refurbished to deliver Council Services with the community aspirations for the building being left unfulfilled.

That the Locality Master Plan for Ledbury set out in the report to Cabinet was not sufficiently comprehensive.

- The Strategic Asset Manager advised that he did not have information on the number of projects in the accommodation programme as a whole that were dependent on lottery funding.
- A Member cited the way in which the Tudorville Community Centre in Ross-on-Wye had been developed as an excellent example of the community working to develop a community asset.
- The Strategic Asset Manager confirmed that the Council's smallholdings estate was outside the scope of the current accommodation programme work.
- Some Members questioned why the report to Cabinet on 20 October was not classed as a key decision and had not been included on the Council's Forward Plan, given that in their view it proposed a significant change to the Council's accommodation strategy. The Chief Officer commented that Cabinet had previously taken a key decision on the matter authorising the Chief Executive to take further action. Some Members expressed concern that once a key decision had been taken at some point on a particular issue it appeared that a number of decisions flowing from that decision were not being viewed as key decisions. The Deputy Chief Executive commented that the Monitoring Officer would be presenting a report to Group Leaders on the issue of key decisions in view of recent comment from Members.
- Some Members questioned the suitability of the Plough Lane site as the main accommodation for Herefordshire Public Services back office staff. The purchase price for the building and other land (£4.3m) and whether it represented value or money and the resultant annual rental saving (£264k) were also discussed.
- It was suggested that the proposed desk ratio at Plough Lane of 6 desks to 10 staff was tight. It was also observed that the flexible working the proposals envisaged posed a number of challenges for management and staff and were dependent on excellent Broadband provision within the County.
- The Chief Officer: Finance and Commercial confirmed that some work had been undertaken on the Plough Lane site in connection with the original plan to develop a new road and car park and undertook to circulate a briefing note including costs.
- Paragraph 38 of the Cabinet report stated that the Plough Lane refurbishment scheme demonstrated a clear positive Net Present Value of £540k over a 25 year period. It was suggested that this represented a very small saving. The margins for error appeared extremely small and should be considered a risk and identified as such on the Council's risk register given the way in which costs of such building schemes could be volatile and often exceed estimates. The Chief Officer: Finance and Commercial commented that the financial projection was based on very conservative estimates made by consultants EC Harris Ltd, based on the industry standard model, but he would be reviewing the estimate as part of the next stage of the project.
- The locality master plans contained the phrase, "Parish and Town Councils are also likely to have more responsibility for the delivery of services needed by local communities". An explanation of the implications of this phrase was sought and it was asked to what extent Town and Parish Councils were aware of this thinking.

- The Strategic Asset Manager reported that Herefordshire Association of Local Councils (HALC) had been fully involved in discussions about the locality plans and had agreed the wording of the relevant sentence. Where Parish Plans were in place these had been taken into account in the locality plans.

It was highlighted that it needed to be borne in mind that not all Parish Councils were members of HALC.

- The report to Cabinet referred to the relocation of The Shared Services Partnership (TSSP) staff out of Plough Lane. It was asked how this proposal fitted with the stated benefits of co-location, what budget the TSSP had for accommodation and any financial implications for the Council.

The Chief Officer: Finance and Commercial commented that any accommodation solution for TSSP would have to be cost neutral.

The Deputy Chief Executive added that many TSSP staff did not need to be physically located near customers, communicating via ICT, and could be accommodated at a lower cost than at Plough Lane. Those staff who needed to work closely with clients would continue to do so.

The TSSP was a separate organisation that would seek to grow its business. Its own accommodation would be part of its identity and this was a decision of the Board.

A Member commented that the Council would remain the TSSP's major customer for a number of years and therefore needed to work closely with the Council. Reference was also made to a report to Cabinet in July 2011 on the TSSP which it was suggested indicated a reprofiling of the savings target set for the TSSP.

The Deputy Chief Executive commented that the TSSP had not been given a lower savings target. The Council was represented on the TSSP Board and the TSSP would be expected to meet its contractual requirements.

- Concern was expressed about the suggestion that a new site for the Council Chamber might be provided at the Shirehall, Hereford. It was essential that the County retained the Crown Court in the City and increased use of the Shirehall for Council and other meetings might put that at risk. The proposal would also detach the political centre from senior officers.
- That whilst acknowledging that not all the detail was appropriate for inclusion in a Cabinet report there appeared to be far too much uncertainty about too many elements of the accommodation programme.

RESOLVED:

- That**
- (a) the Vice-Chairman be authorised to reflect the comments made by the Committee to Cabinet and Members of the Committee be invited to submit any further comments they wished to be brought to Cabinet's notice to him in advance of the Cabinet meeting; and**
 - (b) a further report on the accommodation programme be included in the work programme.**

28. WORK PROGRAMME

The Committee considered its work programme.

A number of questions had been received from Mrs E Morawiecka. The Strategic Delivery Manager responded to these at the meeting. A copy of the written response subsequently provided is appended to these Minutes.

A question had also been received from a Mrs P Churchward. The questioner had not expected an answer at the meeting given the late submission of the question. A copy of the response subsequently provided is included in the appendix to these Minutes.

It was reported that one of the Statutory Co-optees had reiterated a request that the Committee include a review of the Council's consultation processes as a whole, not just the consultation relating to the Local Development Framework (LDF), within its work programme.

In the course of discussion the following principal points were made:

- The Vice-Chairman of the Committee reported that it was intended to arrange a meeting of the Chairman and Vice-Chairmen to give further consideration to the arrangements for Health Overview and Scrutiny given the statutory workload in that area.
- Some Members expressed concerns about the current LDF Consultation Process. Issues raised included a wish that officers would attend public meetings in the parishes to answer technical questions; the documentation on the website relating to the LDF was not easy to locate and follow; concern that older people in the County without internet access would be disadvantaged; and that it was not made clear in the documentation that the consultation included the transportation strategy for the County. It was noted that there would be an opportunity for these concerns to be considered by the Local Development Framework Working Group;

RESOLVED: That the work programme be noted, subject to the following additions:

- **consideration of proposals for Major Trauma Care**
- **further consideration of the accommodation programme.**
- **a report on Amey performance and funding arrangements**

29. RECONFIGURATION OF MAJOR TRAUMA SERVICES IN THE WEST MIDLANDS

(In accordance with Section 100B 4(b) of the Local Government Act 1972 (as amended) the Chairman agreed to allow consideration of this item as a matter of urgency to enable a response to the West Mercia Specialised Commissioning Group to be submitted by the required deadline.)

The Committee considered whether to authorise a response accepting that a formal period of engagement (as opposed to a formal consultation period) be undertaken with key stakeholders across the region on the preferred option of 3 major trauma centres for the West Midlands.

A report had been circulated in advance of the meeting.

The Vice-Chairman – Health and Wellbeing commented that the proposal was designed to improve the major trauma service. The major trauma centres would be supported by Trauma Units. Because Hereford and Shrewsbury were more than 45 minutes away from the major centres they would automatically become Trauma Units. This was good news for Hereford and would require the Hospital to be provided with some additional

resources including staffing, although this would have resource implications for the Primary Care Trust. Other hospitals would have to apply to become Trauma Units. He considered a process of formal engagement rather than a full 3 month formal consultation would be acceptable. This had been the view of other Health Overview and Scrutiny Committees within the West Midlands Region.

The distinction between a formal period of consultation and a formal engagement exercise and a formal consultation exercise was noted. Members raised the following issues that might merit further discussion when considering the detail of the proposals during the formal engagement exercise: scope to extend the use of air ambulances; cross-border provision, noting that for some parts of the County treatment could be more readily accessed in Cardiff or Gloucester than in Birmingham; and the financial implications of Hereford Hospital becoming a Trauma Unit. The Committee noted that the Board of NHS Herefordshire had supported the proposals at its meeting on 28 September 2011.

RESOLVED:

- That (a) a response be authorised accepting that a formal period of engagement (as opposed to a formal consultation period) be undertaken with key stakeholders across the region on the preferred option of 3 major trauma centres for the West Midlands; and**
- (b) a further report be made to the Committee to enable a response to be made to the detail of the proposals during the period of formal engagement.**

The meeting ended at 1.00 pm

CHAIRMAN

Overview and Scrutiny Committee – 17 October 2011

Questions from Mrs E Morawiecka

Can you please forward these questions to the overview and scrutiny committee meeting on Monday 17th October 2011 regarding to the current LDF consultation.

1. Herefordshire Council commenced a new round of consultation on Monday 26th September with their leaflet "Help Plan the Future of Herefordshire". A presentation was made to parish councillors of the Credenhill ward on Thursday 6th October. No members of the public were allowed. The parish councillors requested that to widen public participation it would be most effective if officers were able to attend public meetings, which the parish councils offered to organise. This offer had been made before the consultation started but the offer has been refused by officers and this was reiterated on Thursday. Officers will only attend drop in sessions between 3pm and 7pm on a weekday. If this is a public consultation, whilst I appreciate the cost constraints the council are under, surely officers ought to consider attending at least a few public meetings to provide an opportunity to engage with local residents and to hear and record their views on the revised preferred option?

2. Herefordshire Council has no dates organised to explain the revised preferred option to members of the public, why is this? Surely this precludes residents living aware from information points or who have no access to the internet?

3. At the meeting a number of concerns were raised about the LDF leaflet recently published:-

a). Whilst Rotherwas has been declared an Enterprise Zone by central government it is not referred to or shown on the map in the leaflet as an area of employment growth. Why?

b). The housing figures are only shown as comparisons against the Preferred Option from 2010. This is misleading to the public as it would indicate a cut in housing figures, when in fact Hereford is expected to grow at a rate of 147% what has been experienced in the last 15 years. Is this realistic in the current economic climate?

c) The meeting was informed that the "relief" road for Hereford would not be complete until 2031 and no costs or sources of revenue for this infrastructure project were available at this stage, despite this information being a pre-requisite to the road being an element of the Core Strategy. Surely, by including the western relief road with no supporting information on delivery, financing or costing this puts the entire core strategy at risk?

d). The leaflet is to be printed in the next edition of Herefordshire Matters. Will it provided fuller background information on the new Revised preferred option than that currently given in the leaflet and will other organisations be able to advertise in this edition?

Response to Questions submitted by Mrs Morawiecka to the Overview and Scrutiny Committee – 17 October 2011

1 and 2: the main focus of the consultation in terms of meetings has been on the delivery of ward-based consultations with the Parish Councils and the City/market town councils. Some 30 such meetings have been arranged over the consultation period, the intent being to use this established level of local government as a means of seeking local views. The question of whether this needs to be supplemented by other steps such as public meetings or drop-in events is being considered at a meeting of the LDF member working group on Thursday 20th October.

3(a): the announcement of the Enterprise Zone followed on from Cabinet's consideration of the principles of the Revised Preferred Option in July. Further consideration will be given to this matter in progressing the plan, having regard to consultation responses, and including any potential implications in respect of employment land and infrastructure requirements. The latter may include additional transport links to the east of Hereford, including a river crossing. A reference to this position is set out within the background paper to the consultation.

3(b): As the leaflet sets out the revised preferred option it is reasonable that it compares the revised proposals with the preferred options from 2010. In this regard it is not accepted that the leaflet is misleading. In respect of the point regarding an increase in growth proposed at Hereford compared to previous house building rates, one of the main stated elements of the Core Strategy has always been to focus upon Hereford as the most sustainable location for new development and it has always been made clear that this will be at an increased rate to that proposed by the UDP. The last 15 years saw a relatively restricted release of housing land at Hereford (partly because of infrastructure constraints) and with the UDP not being adopted until 2007 this also limited the release of some of the allocated sites to later in the UDP period. However, if the rate of proposed housing completions is compared to that experienced in the late 1980's and early 1990's, a time when (just as proposed in the revised preferred option) significant greenfield releases were made, such as at Belmont, Lower Bullingham and Holmer, the housing completion rate was significantly higher. It is recognised that the housing market is currently undergoing a significant downturn but it is to be expected that over a 20-year plan period there will be an increased need and demand for new housing.

3(c): the relief road is an important component of the overall strategy and more detail on its delivery including funding will be set out within the submitted Core Strategy.

3(d): the next edition of Herefordshire Matters will include a two page feature based on the current consultation leaflet. It has been suggested that the question relating to other organisations being able to advertise within this publication could be considered at the LDF working group referred to above, and a response given them.

Question from Pat Churchward

In view of the fact that the LDF needs to show 'soundness' when it is submitted to the Secretary of State, and evidence that alternatives to proposals in the LDF have been tested, could the Committee please as a matter of urgency consider the subject of 'The absence of a transport model of a 'No Road' option in the draft LDF' and urge the cabinet and its officers to undertake such a model immediately?

I understand this may be submitted too late for the meeting today, but I would like this question to be addressed, documented and responded to as soon as possible please.

Response

The 'no road' option was tested In the 2009 Hereford Multi Modal Model and again in the 2010 Study of Options. The Study of Options also included modelling of 3 strategic sustainable transport packages and each was tested with east and west relief roads and with

no road. The conclusion of this work was that none of the strategic sustainable transport options would deliver the traffic capacity required to support the proposals for growth on their own. Importantly, the modelling concluded that either relief road option performed best alongside a package of sustainable measures.

MEETING:	OVERVIEW AND SCRUTINY COMMITTEE
DATE:	28 NOVEMBER 2011
TITLE OF REPORT:	OVERVIEW AND SCRUTINY WORK PROGRAMME
REPORT BY:	ASSISTANT DIRECTOR – LAW, GOVERNANCE AND RESILIENCE

CLASSIFICATION: Open

Wards Affected

County-wide

Purpose

To consider the Committee's work programme.

Recommendation(s)

THAT: the work programme as appended be noted, subject to any comments the Committee wishes to make.

Key Points Summary

- The Committee is asked to note its work programme and to note progress on the scrutiny reviews approved by the Committee in July.

Alternative Options

- 1 It is for the Committee to determine its work programme as it sees fit to reflect the priorities facing Herefordshire. Any number of subjects could be included in the work programme. However, the Committee does need to be selective and ensure that the work programme is focused on the key issues, realistic and deliverable within the existing resources available.

Reasons for Recommendations

- 2 The Committee needs to develop a robust and manageable work programme to ensure that scrutiny is focused, effective and produces clear outcomes.

Introduction and Background

- 3 The current work programme is appended. The appendix also contains a chart showing progress to date on the six scrutiny reviews commissioned by the Committee in July. The new Herefordshire Public Services Rolling Programme is also appended.

Further information on the subject of this report is available from
Tim Brown, Committee Manager (Scrutiny) on (01432) 260239

Community Impact

- 4 The topics selected for scrutiny should have regard to what matters to the County's residents.

Financial Implications

- 5 The costs of the work of the Scrutiny Committee will have to be met within existing resources. It should be noted the costs of running scrutiny will be subject to an assessment to support appropriate processes.

Legal Implications

- 6 The Council is required to deliver an Overview and Scrutiny function.

Risk Management

- 7 There is a reputational risk to the Council if the Overview and Scrutiny function does not operate effectively. The arrangements for the development of the work programme should help to mitigate this risk.

Consultees

- 8 Following initial consultation on topics for scrutiny with Directors and Members of the Cabinet, all Members of the Council were invited to suggest items for scrutiny.

Appendices

- 9 Overview and Scrutiny Committee Work Programme

Background Papers

- None identified.

OVERVIEW AND SCRUTINY COMMITTEE WORK PROGRAMME

(Methods of Scrutiny the Committee is invited to consider for each item include: briefing note, report to the Overview and Scrutiny Committee (OSC), one day review by Task and Finish Group or in depth review by Task and Finish Group.)

Committee/ Themed Area	Date	Item	Purpose	Method of Scrutiny	Progress	Comment
Overview and Scrutiny Committee (OSC)	17 October 2011	Accommodation Strategy	To consider options to be put forward to Cabinet on the Accommodation Strategy.	Report to OSC	Reported 17 October	
OSC (All themes)	17 October 2011	Briefing on the Amey Contract	To brief Members on the Contract.	Report to OSC	Reported 17 October	
OSC (Children and Education)	17 October 2011	Youth Justice Plan	To consider whether to comment on the Plan	Budget and Policy Framework item Report to OSC	Reported 17 October	
OSC (All themes)	28 November 2011	Report on Budget Preparation and Emerging Options	To inform the Committee at an early stage of the Executive's thinking about the Budget.	Budget and Policy Framework item Report to OSC and Interview Leader		Follow up consideration scheduled for January 2012

Committee/ Themed Area	Date	Item	Purpose	Method of Scrutiny	Progress	Comment
OSC (All themes)	TBC	Scoping reports for Task and Finish work.	To report on Scoping of matters identified in the Work Programme for Future Task and Finish and One day Review.			
OSC (All themes)	TBC	Content of Work Programme	To consider how the Committee might consider the work of Directorates, the Council's performance and hold Cabinet Members and Directors to account.	Report to OSC		
OSC (Corporate Services)	TBC	The Population, Management and Communication of the Forward Plan'	To consider this issue/or to propose a one day T&F group???	Report to OSC potentially followed by a T&F Group.		

Committee/ Themed Area	Date	Item	Purpose	Method of Scrutiny	Progress	Comment
OSC (Corporate services)	TBC	Accommodation Programme	To give further consideration to the accommodation programme	Report to OSC??		
OSC (Enterprise and Culture)	TBC	Report on progress against the Executive's action plans for previous Scrutiny Reviews of Tourism and Volunteering	To assess progress against the Executive's action plans.	Report to OSC		
OSC (Health and Wellbeing)	28 November 2011	Major Trauma Care	To determine formal response to proposals following period of public engagement.	Report to OSC		
OSC (All themes)	9 December 2011	Local Development Framework	To receive a report on the consultation	Budget and Policy Framework Item Half/One day Review		The latest consultation will close on 28 November. The Committee will be

Committee/ Themed Area	Date	Item	Purpose	Method of Scrutiny	Progress	Comment
			process.	by OSC (Cllr Watts to be lead Vice-Chairman)		informed of the legal requirements governing consultation on the LDF and consultation process undertaken to date by the Council and invited to comment. The Committee will then have the opportunity to give consideration to an analysis of responses to the latest round of consultation and the proposals in the LDF in the New Year before consideration by Cabinet and Council.
OSC (Corporate Services)	December 2011	Report of Income and Charging Task and Finish Group	To consider the Group's report and whether to recommend the findings to the	Report to OSC		

Committee/ Themed Area	Date	Item	Purpose	Method of Scrutiny	Progress	Comment
			Executive.			
OSC (All themes)	16 January 2012	Medium Term Financial Strategy and Budget 2012/13	To consider the Executive's Budget Proposals inviting the Committee's comments to Cabinet.	Budget and Policy Framework item Report to OSC.		
OSC (All themes)	28 November 2011	Amey Performance and Funding Arrangements	To review current performance and consider whether there are any issues to which the Committee wishes to give further consideration.	Report to OSC		
OSC (All themes)	January/Febr uary	Local Development Framework	To give consideration to an analysis of responses to the latest round of consultation and	Budget and Policy Framework item One Day Review by OSC		Consideration needs to be given as to whether to consider the LDF in conjunction with the Local Transport Plan.

Committee/ Themed Area	Date	Item	Purpose	Method of Scrutiny	Progress	Comment
			the proposals in the LDF before consideration by Cabinet and Council.			
OSC (All themes)	January/February	Local Transport Plan	To review proposals in the Local Transport Plan in advance of their consideration by Cabinet.	Budget and Policy Framework item One Day Review by OSC (See LDF above)		See comment on LDF above
OSC (Highways Transportation and Waste)	April/May 2012	Development of Waste Facility	To consider the proposed development of a waste facility in Worcestershire under the Joint Waste Disposal Contract and express views to Cabinet in advance of Cabinet	Report to OSC		

Committee/ Themed Area	Date	Item	Purpose	Method of Scrutiny	Progress	Comment
			consideration.			
OSC (All themes)	January 2012	Consideration of reports of first tranche of other Task and Finish Groups.	To consider whether to recommend the findings of the reviews to the Executive.	Report to OSC		
OSC (Health and Wellbeing)	19 March 12	National Health Policies	To ensure members of the Committee are up to date with the latest national initiatives and their implications.	Report to OSC		A small informal group of OSC Members, including the Vice Chairman for Health and Well Being will receive regular updates on health matters.
OSC (Corporate Services)	19 March 12	Executive Response to Income and Charging Review	To consider whether the Committee agrees with the Executive's response to the findings of the Income and	Report to OSC		

Committee/ Themed Area	Date	Item	Purpose	Method of Scrutiny	Progress	Comment
			Charging Review			
OSC (Health and Wellbeing)	19 March 12	Review of Safer Herefordshire proposals (Community Safety Partnership).	To review performance of Safer Herefordshire and priorities for the year ahead	Report to Committee in accordance with statutory requirement to undertake Crime and Disorder Scrutiny.		
OSC (All themes)	23 April 2012	Executive Responses to first tranche of Task and Finish Reviews	To consider whether the Committee agrees with the Executive's response to the findings of the various reviews.	Report to OSC		
OSC (Health and Wellbeing)	September 12	Make Ready Ambulance Service	To review the new system of managing deployment of ambulances after 9 months of operation.	Report to OSC/one day review by OSC if appropriate.		

Committee/ Themed Area	Date	Item	Purpose	Method of Scrutiny	Progress	Comment
OSC (Children and Education/ Health and Wellbeing)	TBC	Children's health and wellbeing (a focus on Childhood obesity)	To examine the data on Childhood weight and obesity , consider the implications and make recommendations on any action needed by Herefordshire Public Services.	One day Review by OSC		
Children and Education	February/March 2012	Education in Herefordshire	To consider the implications of national policy changes for the Herefordshire Learning Community. In particular to consider the changes as a result of the Academies Act and associated	Task and Finish Review		

Committee/ Themed Area	Date	Item	Purpose	Method of Scrutiny	Progress	Comment
			legislation and national changes, as well as the guiding vision and principles being developed for Herefordshire. (To be scoped)			
Corporate	TBC	Community Infrastructure Levy	To respond to Cabinet's request that Scrutiny look into the principles that might underpin a Community Infrastructure levy	Task and Finish Review		It has been suggested that a Task and Finish Review should be undertaken prior to a consultation exercise and a further Task and Finish Review undertaken following the consultation exercise to make recommendations to Cabinet.
Enterprise and Culture	TBC	Tourism and the use of the River Wye	Scope to be determined	Task and Finish review		
Enterprise and	TBC	Proposals for	Scope to be	Report to OSC		

Committee/ Themed Area	Date	Item	Purpose	Method of Scrutiny	Progress	Comment
Culture		methods of service delivery within this themed area (eg heritage services.)	determined			
Enterprise and Culture	Spring 2012	Broadband	To consider progress in delivering Broadband within the County. Pre decision scrutiny prior to letting joint contract.	One day Task and Finish review		
Environment, Housing and Planning	TBC	Affordable Housing	Scope to be determined	Task and Finish Review		
Health and Wellbeing	TBC	Access To Health	To consider access to a range of services including Stroke Services. Scope to be determined	Task and Finish Review		

Committee/ Themed Area	Date	Item	Purpose	Method of Scrutiny	Progress	Comment
Highways Transportation and Waste	TBC	Park and Ride	To review park and ride provision for Hereford City in the context of the Local Transport Plan.	Task and Finish Review		Consideration needs to be given to timing of this work and whether it is to take place prior to consideration of the LTP or afterwards.
Highways Transportation and Waste	TBC	Variable speed limits within short distances	To investigate examples of roads having speed zones changing for a short distance to a higher limit and then reverting to a lower limit.	One day Task and Finish review		Consideration needs to be given to timing of this work and whether it is to take place prior to consideration of the LTP or afterwards.

Progress on Current Reviews

Review	Meetings	Comment
Council Procurement Policy and Local Business and Local Employment	20/9 14/10 25/10 9/11 16/11 7/12	Background documentation has been prepared and circulated to the Group. T Presentation received on current procurement arrangements. Meetings held with Chamber of Commerce, Halo and Shaw Homes, Director of Places and Communities, Chief Officer – Finance and Commercial. A public meeting held to which local businesses were invited. Meeting scheduled with Arney.
Income and Charging	28/9 10/10 24/10	Background documentation has been circulated to the Group and additional information requested. Scope of review was tightened following clarification on the timescale within which the Group needs to report. However, the Council has now commissioned a piece of work by PriceWaterhouseCoopers (PWC) which covers ground the Group had proposed to cover. The Group is therefore refocusing its approach and as its next step intends to analyse and comment on the work produced by PWC.
Planning System Review – Development Control and the operation of the Constitution	22/9 10/10 18/10 14/11	Background documentation has been prepared, circulated to the Group and discussed. Arrangements made for visit to Planning Department to walk through the planning process. Further meeting held to discuss further issues contained in the scoping statement.
Safeguarding Adults	21/9	Background documentation has been prepared and circulated to the Group. The scope of the review has been discussed and refined. The next meeting

Review	Meetings	Comment
	21/10 21/11	will seek the views of the Care Homes Providers Forum. Meeting to consider operational safeguarding
Safeguarding arrangements for Children	25/8 15/9 14/10 22/11 8/12	Background documentation has been prepared and circulated to the Group. Interviews held with Police and Heads of Service. Next meeting is to consider arrangements for looked after children. Review Group will meet with Foster Carers in Moor House Meeting with young people in care at Centre 18
Tourist Signing (Brown Signs)	6/9 29/9/11 (Site visit) 20/10 8/11	Background documentation has been prepared and circulated to the Group. The terms of reference have been widened to include a review of guidance provided on temporary event signage and a review of temporary signage delivery. A site visit has been held for the Group to observe signing issues. Interviews are also being programmed. Further aspects considered and conclusions considered for drafting of the final report.

HPS Rolling Programme

Meeting date	Report Title	Decision made by	Purpose	Responsible Director Lead Officer	Consultation	
					O&S Cttee	HPSLT
					<ul style="list-style-type: none"> O&S Cttee SMT A&G H&WBB Clinical Comm Grp NHSH Board Planning Cttee Regulatory Ctte 	<ul style="list-style-type: none"> HPSLT Leaders Briefing
Allocated Items						
H&WB 22/11/11						
Council 18/11/11	Setting up of Rural Committee Constitution amendments rpt. Audit & Governance report re: constitution Report on Key Decisions Appointment of Chair & V-Chair Standards Committee Youth Justice Plan Econ Devel Strat Parliamentary boundary report Boundary Commission presentation	Council		AD LG&R	n/a	HPSLT – 17/10/11 L/B - 17/11/11 council prep.
B&PF B&PF On the rising of Council						
Cabinet 24/11/11	Quarterly review of the f/plan as set out at 4.4.12.2 of constitution	Cabinet		DCE/AD LG&R		HPSLT – 27/09/11

Meeting date	Report Title	Decision made by	Purpose	Responsible Director Lead Officer	Consultation	
					<ul style="list-style-type: none"> • O&S Cttee • SMT • A&G • H&WBB • Clinical • Comm Grp • NHS • Board • Planning • Cttee • Regulatory • Cttee 	<ul style="list-style-type: none"> • HPSLT • Leaders Briefing
Cabinet 15/12/11	ICPR	Cabinet		DCE / Jenny Lewis		L/B – 01/12/11
Cabinet 15/12/11	Budget update	Cabinet		CO F&C		HPSLT – 18/10/11
Cabinet 15/12/11	Youth Review	Key Decision Cabinet	The report will summarise the project to rationalise and transform the delivery of youth work across the Council, identifying the delivery arrangement options for future commissioning of youth work delivery. This is a key decision as the models identified will ensure budgetary savings and cabinet is asked to identify the preferred option for further development prior to wider consultation.		TBC	HPSLT – 15/11/11 L/B – 24/11/11
Cabinet 15/12/11	Options for Cultural Services	Cabinet		DforP&C/Natalia Silver	O&S Cttee 16/01/12	HPSLT – 11/10/11 L/B – 03/11/11
Cabinet 19/01/12	Joint Medium Term Financial Strategy (Budget)	B&PF Council		DCE/ CO F&C	O&S date to be confirmed	L/B – 10/11/11
Cabinet 19/01/12	Joint Corporate Plan	B&PF Council		DCE/Jenny L		HPSLT – 18/10/11 & 03/01/12 L/B – 10/11/11
Cabinet	Compact	Cabinet	The compact is an agreement between the	DforP&C/	NHSH Board –	HPSLT – 06/12/11

Meeting date	Report Title	Decision made by	Purpose	Responsible Director Lead Officer	Consultation	
					O&S Cttee SMT A&G H&WBB Clinical Comm Grp NHS Board Planning Cttee Regulatory Cttee	HPSLT Leaders Briefing
19/01/12			public sector, the third sector and potentially the private sector to work together in mutual respect, transparency and fairness for the good of people in the county with regards to financial relationships, volunteering and consultation with communities and others; providing the cornerstone behind community development and localism. Cabinet is asked to endorse the renewed compact following countywide consultation.	Alex F	25/01/12	L/B – 15/12/11
Cabinet 19/01/12	Community Safety & Drugs Partnership	B&PF – Council		DforP&C / Richard Gabb		
Audit & Govern. 27/01/12						
Council 03/02/12	JMT Financial Strategy Joint Corporate Plan	B&PF - Council		DCE/ CO F&C/Chris Chapman		
Cabinet 16/02/12	Budget Monitoring Report 2011/12	Cabinet		DCE/ CO F&C		
Cabinet 16/02/12	Child Poverty Strategy (This item has been moved from its original Nov. date to Feb. 2012 in	Key Decision Cabinet	That cabinet approve the child poverty strategy for Herefordshire in order to make an assessment of child poverty in the county and provide a co-ordinated approach to tackling	DforPS/Chris Baird	H&WBB – 20/12/11	HPSLT – 25/10/11 L/B – 3/11/11

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Meeting date	Report Title	Decision made by	Purpose	Responsible Director Lead Officer	Consultation	
					O&S Cttee SMT A&G H&WBB Clinical Comm Grp NHS Board Planning Cttee Regulatory Cttee	HPSLT Leaders Briefing
	order that it can be discussed by the H&WB Brd prior to a Cabinet decision.		the issues.			
	Procurement of Services to support the delivery of Herefordshire's Yes We Can Plan for children and young people	Key Decision by Director 16/02/12	To seek approval to commit funding over £500k in the procurement of services for children and young people, in line with the priorities set out in Herefordshire's Yes We Can Plan and based on evaluation of current contracts, equality impact assessments and information from the Joint Strategic Needs Assessment.	DforPS / Chris Baird / Head of Children's Services Commission.	?	?
	Procurement of services to support the delivery of Herefordshire's Adult Services	Key Decision by Director 16/02/12	To seek approval to commit funding over £500k in the procurement of services for Adults in line with the Service Plan and based on an evaluation of current contracts, equality impact assessments and information from the Joint Strategic Needs Assessment.	DforPS / Chris Baird / Interim Programme Director, Adult Social Care	?	?
Council 02/03/12	Council tax setting Community Safety & Drug Partnership	B&PF - Council				
Cabinet 29/03/12	Waste Contract	Key Decision Cabinet		DforP&C/Andy Tector		

Meeting date	Report Title	Decision made by	Purpose	Responsible Director Lead Officer	Consultation	
					O&S Cttee SMT A&G H&WBB Clinical Comm Grp NHSB Board Planning Cttee Regulatory Cttee	HPSLT Leaders Briefing
Cabinet 19/04/12	Vision for Education (moved to April as currently carrying out consultation)	Key Decision Cabinet		DforP&S		HPSLT – 04/10/11 L/B – 13/10/11
Cabinet 19/04/12	Older People's Strategy (moved to April to carry out consultation)	Key Decision Cabinet		DforPS		HPSLT – 18/10/11 L/B – 27/10/11
Cabinet 10/05/12	Local Transport Plan Local Development	B&PF – Council		DforP&C / Steve Burgess Dave Nicholson		
Cabinet 14/06/12	Children's Centre Review	Cabinet Key Decision	The report will detail the results of a consultation on the future model for children centre delivery in Herefordshire. The options being consulted on are: 1. Local authority continues to run children centre delivery directly, through a	DforPS/Tina McGrath	Public consultation to be carried out January to March 2012	HPSLT – 15/11/11 L/B – 01/12/11

Meeting date	Report Title	Decision made by	Purpose	Responsible Director Lead Officer	Consultation	
					O&S Cttee SMT A&G H&WBB Clinical Comm Grp NHS Board Planning Cttee Regulatory Cttee	HPSLT Leaders Briefing
			strategic delivery model; 2. A mixture of commissioned and directly delivered services 3. Children centre delivery is fully commissioned 4. A social enterprise model of delivery. Cabinet will be asked to agree the preferred model			
Council July '12	Local Transport Plan Local Development Framework	B&PF - Council		DforP&C/Dave Nicholson/ Stev e Burgess		
Cabinet July '12						
Cabinet Oct. '12	Joint Strategic Needs Assessment	Cabinet		DforPS / DofPH		
Cabinet Oct. '12	Public Health Annual Report	Cabinet		DforPS / DofPH		
Cabinet	Public Conveniences	Key				

Meeting date	Report Title	Decision made by	Purpose	Responsible Director Lead Officer	Consultation
Dec. '12		Decision Cabinet Member			<ul style="list-style-type: none"> • O&S Cttee • SMT • A&G • H&WBB • Clinical • Comm Grp • NHSH • Board • Planning • Cttee • Regulatory Cttee <ul style="list-style-type: none"> • HPSLT • Leaders Briefing

