

To: Communities and Partnership Scrutiny Committee.

Date: 4th. April 2013.

Report of: Head of Law and Governance.

Title of Report: Scrutiny Work Programme 2012 – 2013 outcomes.

Summary and Recommendations

Purpose of report: To present the outcomes from the scrutiny work programme for 2012 – 2013.

Key decision? No

**Scrutiny Lead Member: Councillor Altaf-Khan (Committee Chair)
Councillor Lloyd-Shogbesan (Committee Vice-Chair)**

Recommendations:

- 1. Note the progress in the current programme and recommend which items should continue and be carried forward to the 13/14 programme. Programme attached at Appendix 2.**
- 2. To consider and comment on the issues related to the progress in the current programme outlined at paragraph 5.**
- 3. To set a meeting of this committee, or of as many members who are interested, to consider:**
 - The links or partnerships that should exist between the Scrutiny Committee and the Independent Tenant Scrutiny Panel and the Police and Crime Panel.**
 - How scrutiny has operated this year and what process changes you would like to see.**
 - Any issues related to the non completion of the current programme.**
 - What a “Great” scrutiny function would look like.**

4. Note and make any comments on the outcomes of this years programme attached at Appendix 1.

5. Note and comment on the comparative data presented in tables 1 – 3.

6. Suggest any new items to the committee for 13/14 which item (members will have a further opportunity to do this at a later date).

Foreword from the Chair – Councillor Altaf-Khan

We have chosen very good topics such as education attainment, NEETs, local shopping districts etc.. All of these topics have a lot of public interest. My only concern is that we didn't have enough meetings to progress some of these topics in more detail, otherwise I can say that we have made good progress in the time available.

For the coming year I would like to see more public committee meetings to allow more detailed discussion.

Introduction

1. In May each year scrutiny sets a work programme selected from "long lists" of items posed for scrutiny from various sources. The selected items are split between the broad remits of the Council's 2 scrutiny committees.
2. In placing items in the programme officers and members consider the national values set for scrutiny and the most appropriate setting within which to tackle the subject matter. The aim is to fill about 75% of the programme allowing time for items arising in the year to be accommodated.
3. The programme is rolling which allows items under consideration by one committee to move forward into the next year and for items of significance over a longer period of time than 1 year to span committees. There is, however, a reasonable expectation that items agreed for inclusion and scheduling will be largely completed within the year.
4. The resources available to committees to deliver their programme are a mixture of:
 - Scrutiny Officer time
 - Democratic Services Officer time.
 - Councillor time through committee meetings and contributions to review groups, panels and inquiries.
 - Time from the Chair and Vice-Chair of each committee to guide the management of the programme, agendas and generally highlight and promulgate the work of their committees.

- Service officer time in attending meetings and providing information.

Outcomes for the year 2012/13

5. This year members focused most of their time outside of committees programming only 4 full meetings. They remain engaged in 4 varied panel inquiries which are ongoing and likely to carry forward into the next programme (subject to member agreement). The most visible effects of the non-completion of inquiries are:

- The number of recommendations made by the committee is low.
- The work programme is largely incomplete.
- Some members have expressed frustration at the lack of progress in some areas.

Members may want to discuss the reasons for this either now or at some other time and for particular highlight is:

- The time taken to come to an agreed scope and focus for some inquiries.
- The “ambition” of the concept(s) matched to the amount of member time available.
- The committee drive collectively to deliver.

6. The committee set a Housing Panel again this year and by the end of the programme will have met 4 times. The Panel appointed a tenant, Linda Hill, to join them using a competitive process. Linda has been appointed for 2 terms so if the committee do not set a Housing Panel in 2013/14 she will be invited to join the full committee as a co-opted member. The Panel has been involved in a wide range of housing issues. An Independent Tenant Scrutiny Panel is in the process of being set with the aim of becoming operational during 2013 and the committee needs to decide how it wishes to engage with this new group.

7. 2012 saw the election of Police and Crime Commissioners and the establishment of a Police and Crime Panel (PCP) in each Force area. Oxford's Police Commissioner governs the Thames Valley Force and the Council has one seat on the Police and Crime Panel which undertakes the “scrutiny” role. It is early days in the operation of these new relationships and discussions are taking place nationally and locally on how best to focus scrutiny actions, particularly over a large area such as the Thames Valley. The Communities and Partnership Scrutiny Committee is designated as the Local Crime and Disorder Scrutiny Committee and so takes any scrutiny issues or councillor calls for action broadly or narrowly related to crime and disorder. Members may want to consider, as part of the development of the coming work programme, what relationship should exist between this committee, our PCP member and the PCP.

8. As part of the Council's ambition for continuous improvement officers are challenged to consider how the service they either run or are involved in can move to be considered excellent. This is known as "Good to Great". The scrutiny function, whilst supported by officers, is shaped and led by members. It would be good to understand how members might want to respond to this "Good to Great" challenge.
9. The outcomes from the committee can be seen at Appendix 1 and the items that remain incomplete within the committees work are highlighted in the work programme attached at Appendix 2. Committee is asked if it wishes to recommend continuation with the work started or recommend any new items to the committee appointed for 2013/14.
10. The tables below show the number and success rate of recommendations for the year alongside comparisons to previous years.

Table 1 – Recommendations for 2012/2013

	Accepted	Accepted & Amended	Noted	Refused	Pending	Total
CAP	10 66%	0 0%	3 20%	1 7%	1 7%	15

Table 2 - Percentage Comparisons to previous years

Accepted and implemented recommendations

	04/05 All	05/06 All	06/07 All	07/08 All	08/09 CAP	9/10 CAP	10/11 CAP	11/12 CAP	12/13 CAP
*% accepted	77%	76%	64%	45%	65%	89%	80%	81%	86%
**% implemented	n/a	n/a	n/a	51%	21%	12%	31%	74%	15%
**% in the process of implementation	n/a	n/a	n/a	n/a	79%	52%	67%	21%	62%
Total recs. made					29	84	40	23	15

* Count of all accepted/accepted with amendment and noted recommendations.

**Comparison done at the same time of year.

Figure is a percentage of all accepted, accepted with amendment and noted recommendations.

Member Input

11. As ever members have shown support and enthusiasm for the scrutiny process and have worked inside the committee and outside on review groups and panels. This work adds significantly to the value of outcomes from the scrutiny function and is to be commended.
12. The table below shows data kept on attendance at committees and details of the number of substantive items appearing on committee agendas. It is often the view expressed by committee members and committee Chairs that agendas are too large to allow for good quality scrutiny. Conversely scrutiny members will want to see and comment on more items than limited agendas would allow. The general rule is that no more than 3 or 4 substantive items will appear on any agenda thus allowing for a good quality and focused 2 hour meeting. As members will see this has, on average, been achieved this year.
13. As mentioned above and in addition to attendance at committees, 11 of the 13 members of the committee have worked on issues outside of the committee with about half of those members giving a substantial amount of their time. It is important to recognise this contribution as it demonstrates the “democratic health” of the scrutiny function.

Table 3 – Committee attendance and management

Meeting Date	No. Seats	No. Substitutes	No. of vacant seats	No. of substantive items on agenda	% of seats vacant	% of seats substituted
18th. June 2012	13	0	1	2	8	0
28th. Nov. 2012	13	0	1	3	8	0
30th. Jan. 2013	13	0	0	6	0	0
4th. April 2013	13			5		
Averages so far		0		4	5	0

Looking forward to 2013/2014

14. Officers will be talking to current Chairs and Vice-Chairs in April about the shape of the programme for 13/14. Also all members of Council will be asked if they wish to make issue/topic suggestions for committees to consider for scrutiny. The outcome from this work will come to the first meeting of committees after Annual Council a programme will formed for the coming year.
15. The same principles will be applied as those in the introduction to this report with new topic/issue suggestions being matched against a range of criteria including:
 - Is the issue contained and focused
 - Does it link to an objective of the organisation
 - Will it have an impact within communities
 - Is it clear what might be a measure of success
 - Does broad member support exist
 - Can it reasonably be delivered within the resources available

In addition it is important to understand the views of the current committee and in this report members have been asked to give their views on a range of issues. Immediate comments would be welcome but it is suggested that a meeting is set of interested members to explore issues in more detail.

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List of background papers:

Version number: 1

Scrutiny Recommendations 2012/2013 work programme

Communities and Partnership Scrutiny Committee Recommendations

Homelessness Strategy Review		
Recommendations from Standing Panel meeting: 8th. October 2012		
Recommendation	Result	Implemented
That the Board Member provide a brief to the HSP on the planning arrangements currently underway to deliver the cuts in the Supporting People Funding showing current options and the consequences of these along with planning for the future.	Agreed	On going
To extend campaigns set at increasing the supply of private rented sector accommodation to include encouragement to those who don't currently see themselves as landlords but may be prepared to let accommodation.	Agreed - consultation with landlords is ongoing and this suggestion will be taken forwards	On going
The Board Member should ensure that the outcomes from the review of our approach to mediation provides for this services to be delivered by people trained and skilled in this area. The HSP would like to see the outcomes from this review.	Agreed - the action plan that is to be presented to CEB in February will deal with	On going

	mediation services and monitoring.	
That the Board Member brings the Action Plan to the HSP for review and monitoring.	Agreed - the action plan can be presented to the Housing Panel for review and monitoring	Done
Area Forum Review		
Recommendations from the Review Group and Committee on the 28th. November 2012.		
Recommendation	Result	Implemented
That an informed debate takes place between Councillors in their area grouping and community development officers to agree how Councillors community development role can best be delivered and supported in their area, within the Councillor, officer and likely resident resources available	Agreed	On going as part of the Governance Review
For the various mechanisms already available to Councillors to champion the views of their communities within the organisation to be detailed clearly within protocols and made clear to all.	Agreed	On going as part of the Governance Review
That the Chief Executive facilitates a cross party debate on the various role played by elected Councillors as ward representatives and members of Council. The aim of these debates would	Agreed	On going as part of the

<p>be to get broad agreement on the expectations and requirements to allow training and support programmes to be designed, put in place and command the respect and engagement of all.</p>		<p>Governance Review</p>
<p>That the Council considers within its governance structures how the community voice can be heard in a way that allows</p> <ul style="list-style-type: none"> • Ideas, issues and solutions from communities to be heard and considered by decision makers through their ward Councillors in a timely manner; • For service and officer protocols to exist that links community views within service construction and outcomes; • In all circumstances for the views and challenges of communities to be responded to via their local Councillors or decision makes, whichever is more appropriate 	<p>Agreed</p>	<p>On going as part of the Governance Review</p>
<p>Green Spaces Strategy</p> <p>Recommendation from Communities on 30th January 2013.</p>		
<p style="text-align: center;">Recommendation</p>	<p style="text-align: center;">Result</p>	<p style="text-align: center;">Implemented</p>
<p>To achieve the excellent ambition of access and use of our green spaces by all we need to prioritise engagement across all sectors and groups within Oxford's communities. Significant learning is required in this area and the committee would like to see, as a priority, a focus on this to allow the beneficial outcomes from green spaces to be enjoyed by all.</p>	<p>Agreed</p>	<p>Head of Leisure and Parks will be undertaking work to understand the usage and usage needs of Oxford's green spaces by all the</p>

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		City's sectors and groups with a view to enabling the beneficial outcomes from green spaces to be enjoyed by all.
<p>Economic Development and Growth Strategy</p> <p>Recommendations to the City Executive Board when strategy presented. Recommendations sent to Board Member prior to this. Comments currently included are from the Board Member</p>		
Recommendation	Result	Implemented
To include the development of District centres as part of the Strategy. Accepting that this strategy is about what makes Oxford "Oxford" these centres are a significant part of what makes Oxford special.	Noted. The vitality of the District Centres is addressed very well in the Core Strategy, and will continue to be an important element of the retail and community offer, as such it remains an	Pending

	important feature of a balanced future economic development strategy.	
<p>The significant issues around the A34 and A40 are not given much prominence within the strategy. Issues of congestion on these routes are a barrier to economic growth and so solutions are essential.</p>	<p>Noted. The congestion issues on the A40 at the Wolvercote roundabout will have to be tackled (as set out in the Core Strategy) as part of the development of the Northern Gateway site. The A34 congestion issues are more diffuse and affect much of central</p>	<p>Pending</p>

	Oxfordshire. Both these highways infrastructure projects are included in the bidding proposals for City Deal.	
Oxford Clearly cannot resolve issues around housing on its own and the proposals we have for building at the moment whilst welcome will not provide the solution needed. Evidence shows that the availability and price of housing is a barrier to economic growth. All Oxfordshire districts must work together on this for the benefit of all and an emphasis in partnerships must be placed on the "duty to co-operate" which still exists.	Noted. Entirely agree, however, this analysis, whilst apparently shared by the other Oxfordshire authorities, does not manifest itself in any positive support for increasing the affordable housing stock around the fringes of the City. The opposition of SODC and	Pending

	<p>VOWHDC to the urban extension that was approved in the SE Regional Plan (subsequently scrapped by the Coalition Government) remains strong. The “duty to co-operate” appears ineffectual.</p>	
<p>The Committee also wished to see strengthening of the sustainability item. Whilst this is good, the conclusions were felt to be too narrow.</p>	<p>Refused without further detail Undoubtedly a motherhood and apple pie wish. Specific proposals would be helpful.</p>	<p>Pending</p>

Community Infrastructure Levy		
Recommendation to Board Member from committee 30th. January 2013. To Council when proposals are presented for agreement. Comments currently included are from the Head of City Development.		
Recommendation	Result	Implemented
When discussing the list of infrastructure projects and priorities within these to include as key stakeholders those elected councillors who represent wards with significant infrastructure issues or deprivation challenges.	Officers are aware of these comments as they take CIL through a public Inquiry and then report back to Council for final adoption.	Pending
Community Centres		
Recommendation to the Board Member from the committee meeting 30th. January 2013		
Recommendation	Result	Implemented
Can local ward members and community associations be involved in deciding upon and programming work on community centres.	Agreed	Done

Communities and Partnership Scrutiny Committee

Work Programme 2012/2013

Standing Panels

Topic	Area(s) for focus	Progress	Nominated councillors
Housing	<p>All strategic and landlord issues previously contained within the remit of Communities and Partnership and Value and Performance Scrutiny Committees. A separate programme has been agreed for these debates. Inquiries include:</p> <ol style="list-style-type: none"> 1. Tenancy Strategy. 2. Homelessness Strategy. 3. Provision of accommodation for statutory homeless applicants. 4. Rent arrears and debt advice. Support and outreach. 5. Operation of Governance arrangements in the HRA Business Plan. 6. Housing Strategy – Delivery of year 1 action plan. 7. Monitoring of the effects of housing and benefit policy changes in the City. 8. Supporting People Funding and homeless hostels. 9. Mutual Exchanges and Transfers 10. Support for the independent Tenant Scrutiny 	<p>Panel to meet in July to:</p> <ul style="list-style-type: none"> • Elect a lead member • Set programme of debate • Take advice on a tenant representative <p>The Panel has also appointed Linda Hill to be a tenant representative on the Panel. Linda will serve until 2014.</p> <p>The following items will not be complete by the end of the programme:</p> <p>3,4,7,8,9 and 10</p>	<p>No substitutions allowed.</p> <p>Cllrs. Sanders, McCready, Kennedy, Humberstone and Campbell. Linda Hill (Tenant co-opted member)</p>

	Panel		
Education	<p>To work with and scrutinise the focus and outcomes from the City Council's investment in primary education.</p> <p>A separate programme will be agreed for these debates after discussions with the Council's Education Advisor.</p>	<p>Panel to meet in July to:</p> <ul style="list-style-type: none"> • Elect a lead member • Take Advice from the Council's Education Advisor <p>A launch conference is planned for this initiative. Provisional date 19th. July 2013 places have been requested for scrutiny members at this conference.</p> <p>Partnership agreed with John Henry Newman School. Project underway.</p> <p>Further focus to challenge the County Council on poor attendance at some schools. Information received from the County. Panel to review.</p> <p>It is expected that this work will continue certainly until the end of the academic year and possibly later.</p>	<p>No substitutions allowed.</p> <p>Cllrs. Campbell, Clack, Kennedy, Khan and Jones</p>

Short Term Panels

Topic	Area(s) for focus	Progress	Nominated councillors
Customer Contact	To be involved in the development and next steps of the Customer Contact Strategy towards the Customer Excellence Award	<p>Panel to meet with Head of Service and Board Member as soon as possible to be briefed on:</p> <ul style="list-style-type: none"> • Current position • Ambitions for the future (customer excellence) • Challenges and change <p>To agree how best to engage with process to achieve understanding and influence.</p> <p>Information requested on the current performance position.</p> <p>Cllr. Wilkinson expressed frustration with lack of information. Board Member to be approached to provide data. Update at next meeting.</p> <p>Panel has not started.</p>	<p>No substitutions allowed.</p> <p>Cllrs. Wilkinson, Darke and Haines. Committee agreed January that Cllr. Darke should join the Panel</p>
Public Health	To work with the Board Member and Head of Service	Meeting to be arranged with the Board	No substitutions

Select Committee.	to produce an implementation plan for the agreed recommendations from the committee Public Health Select Committee	Member as soon as possible. Panel Members have met with the Board Member and recommendation on the Tweenager project and activity taster sessions are planned for implementation We are still looking for a community group to engage in a community health project. Complete.	allowed. Cllrs. Jones and Sinclair
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Detailed Review Topic

Topic	Area(s) for focus	Progress	Nominated councillors
Supporting young people into education, training and work.	Select Committee run during the 2012 programme which suggested a review engaging young people to decide if initiatives and services offered in support of this theme are focused and directed towards best outcomes. Within this to be particularly mindful of any practical and cultural differences that may affect take up and success by young people. Possible carry forward to next programme.	Outline of consultation with young people agreed by members. This needs to be progressed and agreed with the aim of beginning the consultation in September. Panel not started.	No substitutions allowed. Cllrs. Lloyd-Shogbesan, Khan and Kennedy.

Committee Inquires

Appendix 2

Topic	Area(s) for focus	Progress	Nominated councillors
Community Cohesion	<p>To consider how effectively community centres are run to engage and empower communities. In particular to look at processes underway to improve:</p> <ul style="list-style-type: none"> • Management arrangements. • Governance. • Training. • Contribution to community co-hesion 	<p>Work is already underway in the organisation to support and improve outcomes from community associations.</p> <p>To ask officers working in this area to outline to the committee:</p> <ul style="list-style-type: none"> • Improvements made • Focus for on going work • How they see and encourage a link between community centres and community cohesion. <p>Further information taken on condition survey and maintenance programme.</p> <p>Recommendation to Board Member on Member engagement.</p>	All

		Complete.	
What the City Council and its partners do to support local business and the local high street.	<p>The health of local high streets and shopping centres is important to the diversity of the City.</p> <p>National economic difficulties have their part to play in the survival of local businesses that make up local centres but what is or can the City and its partners do to support and encourage diversity.</p>	<p>Councillors to meet to scope the information required.</p> <p>Information from the Panel considered at the November meeting. Panel to bring forward a scope at the January meeting.</p> <p>Focus agreed as Cowley Road and Headington. Agreed to talk to traders groups in these areas about their view of the Health and vitality of the area and report back to the Committee.</p> <p>Late focus so Panel on-going.</p>	Cllrs. Clack, Wilkinson and Wolff .
Enfranchisement and Empowerment	<p>The first report on the census is due shortly this will show the proportion of people who did not complete the form without at least 1 reminder. Alongside this there are a number of households with no one registered to vote.</p> <ul style="list-style-type: none"> • Do we have a good understanding of the varied and complex reasons for this? • Do we understand the extent of the demographic deficit created by this? • What does it mean for services, funding and 	<p>Select committee debate on this item.</p> <p>Councillors to meet to scope and decide on witnesses.</p> <p>Data from the census and electoral register is being bought together to give a starting point for discussion.</p> <p>Panel has met and continue to</p>	Cllrs. Jones, Darke and O'Hara.

	<p>the understanding of our communities.</p> <ul style="list-style-type: none"> • What effects does this have on community cohesion and engagement? <p>What can we reasonably do to understand and improve the situation?</p> <p>Possible carry forward to next programme.</p>	<p>consider data. Waiting for further census data available in January.</p> <p>Update to committee at January meeting including data from the Electoral Register and Census.</p> <p>Agreed that the next action is to focus on empowerment and use the data to select a couple of communities to talk to about their views on empowerment and what influences these.</p> <p>Late focus so panel on-going.</p>	
<p>What is the role of the Council in local celebratory events?</p>	<p>A number of local celebratory events are held in the City each year. These play an important role in community cohesion and add to the vibrancy and diversity of the City.</p> <p>The City Council uses a number of these events in its literature and promotional work as examples of the community and the Council working together to produce valued events that support and promote cohesion.</p> <p>The role of the Council in the staging and funding of these events has changed over the last few years.</p> <p>How does the Council see its role now? Are the events better or worse because of this change?</p>	<p>Select committee debate on this item.</p> <p>Councillors to meet to scope and decide on witnesses.</p> <p>Information to April meeting.</p>	<p>Cllrs. Wolff and Lloyd-Shogbesen.</p>

Economic Development and Growth Strategy refresh (former regeneration strategy)	Pre-scrutiny. Consultation period ends at February CEB. Called from the Forward Plan by the committee Chair.	Listed for the January committee meeting. Recommendations to Board Member and then to CEB when strategy is presented. Committee asked to see action plan for pre-scrutiny when presented to CEB. This is available at the April meeting.	All
Community Infrastructure levy – draft charging schedule	Pre-scrutiny. Consultation period ends at February Council. Called from the Forward Plan by the committee Chair.	Listed for the January committee meeting. Recommendation made to Council as part of the consultation process. Complete	All
Green Spaces Strategy	Called from the Forward plan by the committee. Will be considered at CEB 13 th . February	Listed for the January meeting. Recommendations to CEB 13th. February. Complete	All

Ongoing Work

The committee decide to complete the on-going work on Area Forums. – **Agreed at CEB on the 5th. December - complete.**

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