

WORK PROGRAMME

Corporate Overview and Scrutiny Committee – 2022/2023

The Corporate Overview and Scrutiny Committee is the Council's principal overview and scrutiny committee. It is responsible for co-ordinating and approving the scrutiny work programmes, overseeing the work of the Overview and Scrutiny Committees and ensuring coherence of approach to cross cutting policy themes. The committee also has a key role in challenging progress around the Council's ambitions of running the business well.

The Committee also scrutinises those areas of the County Council's activity focused on corporate improvement. Its remit covers:

- Holding the Leader and Cabinet Member for Finance and Resources of the Council to account for achievement of the overall vision of a connected Staffordshire.
- The Council's overall performance and approach to managing performance and Strategic Corporate Planning
- The Council's Medium-Term Financial Strategy
- The Council's on-going programme of improvement and transformation.
- The Committee is responsible for scrutiny of achievement against the Council's strategic priorities.
- The Council as a commissioning organisation including how it uses customer insight to drive improvements in services.

We review our work programme regularly to ensure it remains relevant to the challenges facing local communities, the Council and its partners.

Councillor Colin Greateorex

Chairman of the Corporate Overview and Scrutiny Committee

If you would like to know more about our Work Programme or how to raise issues for potential inclusion on a Work Programme, then please contact Mandy Pattinson, Scrutiny and Support Officer (mandy.pattinson@staffordshire.gov.uk)

Work Programme 2022/2023

Date of Meeting	Item	Details (Background)	Action / Outcome
6 June 2022	Reserved for Call In - cancelled		
21 June 2022	Work Programme - Members: Alan White/Ian Parry Officers: John Tradewell/Rob Salmon	Development of the work programme for 2022/23	That the draft Work Programme for 2022/23 be agreed.
	Appointment of the Medium-Term Financial Strategy Working Group Officers: Mandy Pattinson		Councillors C Greatorex (Chairman), B Peters, C Atkins, J Pert, G Heath, S Thompson and J Oates.
	Climate Change Working Group Update Officer: Deb Breedon	To receive an update report	<ul style="list-style-type: none"> a) That the membership comprise: Councillors C Atkins, T Clements, J Pert, B Peters, D Smith and S Thompson. C Wileman to be invited to remain as a member. b) Chairman - Councillor S Thompson.
	Boundary Commission Review – update Chairman verbal report		<ul style="list-style-type: none"> a) That the Committee continue to receive updates at its future meetings. b) That the Committee view the Consultation plan at the earliest opportunity, specifically the ways of engaging with older people; those not happy with completing forms on line; BME communities; the rural communities; and how Parish councils could help to publicise the consultation.

Work Programme 2022/2023

Date of Meeting	Item	Details (Background)	Action / Outcome
4 July 2022	Reserved for Call In	Cancelled.	
2 August 2022	Integrated Performance Report – Quarter 1 Members: Alan White/Ian Parry Officers: John Tradewell/Rob Salmon	Quarterly report. To include information on the Household support fund.	<ol style="list-style-type: none"> 1. Information on the anticipated impact of the £3.046m reduction in Carriageway/other maintenance, be included in the next performance report. 2. It was requested that the Cabinet member for Health and Care look at the 'Workforce Strategy' and ensure that, where possible, it included Health Partners. 3. Information on the 'Maintained schools forecast spend' and the new developer contributions of £2.094m which remained unallocated, be included in the next performance report.
	Boundary Commission Review – update Officers: Chris Ebberley/Kerry Dove/Katie Marshall	Update	Noted the report.
8 August 2022	Reserved for Call In	Cancelled	
2 September 2022	Reserved for Call In	Cancelled	
13 September 2022	Overview and Scrutiny Work Programmes Overview and Scrutiny Chairman	To ensure communication between the committees and no duplication	<ol style="list-style-type: none"> a) Prosperous Overview and Scrutiny Committee take the lead on air quality and invite Health O&S members to attend. b) Highways transformation programme - the Contract side

Work Programme 2022/2023

Date of Meeting	Item	Details (Background)	Action / Outcome
			of the transformation should be considered by Corporate O&S and the Monitoring of performance would remain with Prosperous O&S Committee.
	Boundary Commission Review – update Officers: Chris Ebberley/Kerry Dove/Katie Marshall		<ul style="list-style-type: none"> a) That the progress on the County’s Electoral Review be noted. b) That the comments and suggestions from the Committee as listed in the minutes be referred to Cabinet for consideration.
	Governance review – update Cabinet Member: Alan White Officers: Kate Loader		The report was noted, and a further report was added to the work programme for December 2022.
7 October 2022	Reserved for Call In	Cancelled	
25 October 2022	1. Corporate Complaints Annual Report 2021/22. 2. LGSCO Annual Report Member: Alan White Officers: John Tradewell/Kate Bullivant	Annual reports	Resolved: That the report be noted and that Complaints process training be re-offered to all Councillors through the Members Training Programme.
	Climate Change Working Group Update Chairman: S Thompson Officer: Deb Breedon		Noted

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Date of Meeting	Item	Details (Background)	Action / Outcome
	Climate Change Annual report and action plan Member: Simon Tagg Officers: Clive Thompson/James Cartwright	Pre decision scrutiny. Annual report	Resolved: a) That the update be noted. b) That the Committee receive an update in 12 months time. c) That the comments made by the Committee, listed in the minutes, be reported to the Cabinet in November 2022.
	Integrated Performance Report – Quarter 2 Members: Alan White/Ian Parry Officers: John Tradewell/Rob Salmon/Kerry Dove	Regular quarterly report	Resolved: a) That the Quarter 2 2022/23 Integrated Performance Report be noted. b) That the Committee be provided with information on why 1/5 of Children with a Child Protection Plans had received more than one plan. c) That a special meeting to look at the MTFS and the revised Children's Transformation Programme be arranged.
	Entrust – Review of changes Member: Mark Deaville Officers: Ian Turner	Decision taken to change contract at June Cabinet – O&S to scrutinise changes and implications.	Resolved: a) That the update be noted. b) That the Cabinet member provide a monitoring report to the Committee in 12 months time.
7 November 2022	Reserved for Call In	Cancelled	
2 December 2022	Reserved for Call In	Cancelled	

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Date of Meeting	Item	Details (Background)	Action / Outcome
12 December 2022	Equality, Diversity and Inclusion - Principles, Objectives and Action Plan update (to include gender pay gap update) Member: Alan White Officers: S Getley/Kerry Dove	Requested by members	a) That the progress made to deliver against the Councils Equality, Diversity and Inclusion principles, objectives and action plan be noted. b) The Councils Gender pay gap report and workforce profile be noted. c) That the comments made by the Committee, listed above, be reported to Cabinet when the Councils delivery of Equality, Diversity and Inclusion plan was considered. d) That the Cabinet member provide a monitoring report to the Committee in 12 months' time. e) More information on the impact of the levy and diversity and which partners used be sent to the Committee.
	Governance review – update Cabinet Member: Alan White Officers: Kate Loader	Follow on report from 13 September 2022	a) In relation to Limited Companies and Local Authority Trading Companies (LATCos): 1. The Monitoring Officer should undertake a governance review for the purpose of recommending new governance standards for the operation of LATCos

Work Programme 2022/2023

Date of Meeting	Item	Details (Background)	Action / Outcome
			<p>and Limited Companies. This should consider:</p> <ul style="list-style-type: none"> ii. proposals for the introduction of a company start-up checklist; iii. any conflict that may exist in relation to SCC Members and Officers holding Directorships in Local Authority Trading Companies (LATCos); iv. the operation of indemnities to support Directorships. <p>2. The County Solicitor to develop one centralised list of companies.</p> <p>b) In relation to Outside Bodies, a further report be presented to the Committee, in April 2023, containing recommendations about which outside bodies should be withdrawn from member representation.</p>
	<p>Empowering our Communities Strategy Cabinet Member: Victoria Wilson Officers: K Dove/C Mann</p>	<p>Pre decision scrutiny</p>	<ul style="list-style-type: none"> a) That the draft Position Statement including the draft Communities Delivery Plan 2023 be noted. b) That the comments made by the Committee, listed above,

Work Programme 2022/2023

Date of Meeting	Item	Details (Background)	Action / Outcome
			be reported to the Cabinet in February 2023.
10 January 2023	Reserved for Call In	Cancelled	
17 January 2023	Overview and Scrutiny Work Programmes Overview and Scrutiny Chairman	To ensure communication between the committees and no duplication	a) That the O&S Committee work programmes be noted. b) That the following issues be raised at the next O&S Chair and vice chairs forum. Items discussed on 240123 <ul style="list-style-type: none"> • Reports being pulled from agendas at the last minute. • Reports not containing the information requested. • Cabinet responses to recommendations made by committees not being received. • The performance of Avanti and its impact on Staffordshire.
	Scrutiny of the Local Enterprise Partnership (including governance arrangements).	Annual scrutiny. To include AGM update	a) That the report be received and noted. b) That at the next scrutiny meeting with the SSLEP (annual scrutiny) the report contains case studies of projects on the Local Growth Fund or Building Fund; their purpose; LEP contribution to the bids; and the project aims and results. Programmed for 160124 c) Information on the City Deal Carbon Emissions reduction targets, how this was reported and local authority involvement in collecting the data, be provided to the committee. Information emailed to Committee 160223

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Date of Meeting	Item	Details (Background)	Action / Outcome
	<p>MFTS 2022-2027 Working Group Report Chair of COSC - Cllr Greateorex Rob Salmon/Rachel Spain</p>		<p>a)That, subject to the following amendments, the Medium Term Financial Strategy (MTFS) working Group report and recommendations, be approved and submitted to the Cabinet at their meeting on 25 January 2023: An additional recommendation 18 to read: <i>Priority area discussed at Corporate O&S - post settlement</i> <i>In view of the £37.8m additional government settlement announcement, which may allow for the £20m draw on reserves to no longer be needed, along with the Government scheme delay affecting £4.2m in the ‘budget for market sustainability and cost of care’ in Social Care, there were options to invest. A sum could be committed as investment in Highway/Capital improvements (in the same way as that proposed last year), as this would save money in the long term.</i> Recommendation 10 be amended to read: That the Cabinet Member for Education (and SEND) prioritise the SEND Transport review and consider if timelines can be moved forward. <i>This should be a priority and addressed early in the financial year.</i> Recommendation 12 be amended to read:</p>

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Date of Meeting	Item	Details (Background)	Action / Outcome
			That consideration be given to a review of allocating SEND transport provision on an annual basis to reduce the number of single route taxis. We questioned whether the system used by SCC for route calculation was best in class or whether a more modern system may be beneficial. Routing reviews should also be carried out on a regular and frequent basis e.g. each academic year. b) That the wording of the amendments in the report be approved by the Chair.
10 February 2023	Reserved for Call In		
27 February 2023	Quarterly Integrated Performance report (Quarter 3) Members: Alan White Officers: John Tradewell/Rob Salmon/Kerry Dove	Regular quarterly report	
	People strategy – update Members: Alan White/Ian Parry Officers: John Tradewell/Sarah Getley	Pre decision scrutiny – Cabinet in March 2023	
	Boundary Commission Review – update Officers: Chris Ebberley/Kerry Dove/Katie Marshall	Pre decision scrutiny – Council March 2023	
6 March 2023	Reserved for Call In		
3 April 2023	Reserved for Call In		
11 April 2023	Civil contingencies	Pre decision scrutiny	

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Date of Meeting	Item	Details (Background)	Action / Outcome
	Members: Alan White Officers: Tracy Thorley		
	Governance review – Outside Bodies update Cabinet Member: Alan White Officers: Kate Loader	Pre decision scrutiny. Requested at 12 December meeting	
9 May 2023 2.30pm (was reserved for call-in – now full meeting)	Revised Children’s Transformation Programme-budget implications Members: Alan White/Ian Parry/ Mark Sutton Officers: Nisha Gupta	Budget implications – Requested at 25 October meeting. Moved from April due to officer availability	
	Corporate Delivery Plan Members: Alan White Officers: Alex Thorogood	Pre decision scrutiny	

Items for Consideration or needing more detail– Work Programme 2022/2023

Suggested Item	Details (Background)	Proposed Date of Meeting
Digital – in 2021/22 work programme	<ul style="list-style-type: none"> Audit committee considering audit review recommendations. Digital infrastructure – Prosperous O&S Committee Social Care aspect of digital in Health O&S work programme 	
Civil Contingency’s	Raised by the Leader at triangulation – Officer Tracey Thorley.	11 April 2023. Officer - Tracy Thorley
Leaders Board for Staffordshire	Raised by the Leader at triangulation – Officer Keith Luscombe/Chris Ebberley	Member involvement - TBC

Items for Consideration or needing more detail– Work Programme 2022/2023		
Suggested Item	Details (Background)	Proposed Date of Meeting
BEST Transformation and the impact on the children's transformation	Raised at triangulation 08/11/22.	Discussion on appropriate time with Tracy Thorley. Very early stages of redesign – Will report to committee for pre decision scrutiny ASAP
Governance – review of partnerships	<ul style="list-style-type: none"> • AMEY – Prosperous committee looking at performance and contract – April 2022. • Nexxus – no changes proposed • Entrust – part of Gov review <p>Currently a governance review working group (officers lead by internal audit). Possible – briefing paper with update on current position September. Date to be confirmed</p>	Entrust (October 2022) Arms length companies – 13 September. Outside bodies to be reviewed by Governance working group – report to this committee 13/09/22 and 12/12/22.

Standing Items 2022/2023		
Item	Details (Background)	Action / Outcome

Briefing Notes / Updates / Visits 2022/2023			
Date	Item	Details (Background)	Action / Outcome
19 September - informal teams meeting	Data sharing	<p>Members requested information on the way we share data with partners / good working practices etc.</p> <p>Officers: Natalie Morrissey/Kerry Dove</p>	<p>Work shop- teams. Presentation:</p> <ul style="list-style-type: none"> • process • examples • improvements

Briefing Notes / Updates / Visits 2022/2023			
Date	Item	Details (Background)	Action / Outcome
Working Groups / Inquiry Days 2022/2023			
MTFS Working Group 2022/23	<ul style="list-style-type: none"> • Cllr C Greatorex (Chair) • Cllr B Peters • Cllr C Atkins • Cllr J Pert • Cllr G Heath • Cllr S Thompson • Cllr J Oates 	<ul style="list-style-type: none"> • Cabinet response attached at Appendix 1 for information – 27 February 2023 	
Climate Change Working Group	<p>Membership (confirmed June 2022)</p> <ul style="list-style-type: none"> • Cllr S Thompson • Cllr C Wileman • Cllr C Atkins • Cllr T Clements • Cllr J Pert • Cllr B Peters • Cllr D Smith • Cllr N Yates 	<p>17 November</p> <p>7 January – scoping meeting</p> <p>Information gathering – Jan- March (dates tbc)</p> <p>Update to COSC June</p> <p>Information gathering – 28 September</p> <p>Update report – 25 October 2022</p>	

Membership – County Councillors 2022-23	Calendar of Committee Meetings - 2022-2023
<p>Colin Greatorex (Chairman) Samantha Thompson (Vice Chairman - Overview) Gill Heath (Vice Chairman - Scrutiny) Tina Clements Mike Davies John Francis Jeremy Oates Jeremy Pert Bernard Peters Kath Perry Bob Spencer Mike Worthington Nigel Yates</p>	6 June 2022 Reserved for Call In
	21 June 2022
	4 July 2022 Reserved for Call In
	2 August 2022
	8 August 2022 Reserved for Call In
	2 September 2022 Reserved for Call In
	13 September 2022
	7 October 2022 Reserved for Call In
	25 October 2022
	7 November 2022 Reserved for Call In
	2 December 2022 Reserved for Call In
	12 December 2022
	10 January 2023 Reserved for Call In
	17 January 2023
	10 February 2023 Reserved for Call In
	27 February 2023
	6 March 2023 Reserved for Call In
	3 April 2023 Reserved for Call In
	11 April 2023
	9 May 2023

APPENDIX 1

Recommendations of the Corporate Overview & Scrutiny Committee (MTFS WG) and Cabinet's responses (approved 250123)

	Comments and Recommendations of the Corporate O&S Committee	Cabinet Member	Cabinet's Response - Comments
		Accept/ accept in part /Do not accept	Further detail: Current position, plans and timeline Resource implication
	Capital Programme and Assets		
R1	The Cabinet Member for Commercial Matters give consideration for a review of the assets disposal strategy to assist prioritisation of financial receipts.	Cabinet Member for Commercial Matters Accept in part	The current disposal strategy does prioritise receipts but it will be reviewed and if necessary, a revised version will be presented to the Property Sub Committee for approval.
R2	The Cabinet Members for Commercial Matters and Finance and Resources consider if selling all surplus land is the most suitable approach, could the Council hold onto some land for longer to increase its value?	Cabinet Members for Commercial Matters and Finance and Resources Accept in part	Financial considerations are a vital part of the disposal strategy and this will continue to be considered as part of any updated strategy. If updated, the strategy will be presented to the Property Sub Committee for approval.
R3	That the Cabinet Member for Finance and Resources consider closer working	Cabinet Member for	This will be investigated to find the best way of taking this forward, with officers from Legal and Planning taking the lead

	with the Districts and Boroughs to get information needed to gather the Section 106 monies in a timely manner to not incur costs in having to finance projects by other means.	Finance and Resources Accept	on finding a way of improving working with the Districts and Boroughs.
R4	That the Cabinet Members for Commercial Matters and Finance and Resources give consideration to closer partnership working with Districts and Boroughs to maximise value of property across the County.	Cabinet Members for Commercial Matters and Finance and Resources Accept	This is already underway with the Leaders' Board which is encouraging closer working across all areas.
R5	The Leader considers lobbying the government for an Urban area traffic scheme.	The Leader Accept in part	The relevant portfolio holder and senior officers would welcome a discussion with the Chairman of the MTFS working group to obtain a better understanding of the problem that is solved by having an 'urban area traffic scheme'.
	Reserves		
R6	That the Cabinet Member for Finance and Resources consider if the time is right to invest in projects due to the high level of general and earmarked reserves.	Cabinet Member for Finance and Resources	The Cabinet Member for Finance and Resources considers current level of general reserves to be insufficient given the level of risk currently facing the County Council. The MTFS report includes an assessment of general balances showing that the County Council is currently a little short of the amount required to meet the High and Medium risks on the horizon. The review of earmarked reserves have been

		Accept in part	reviewed and an amount has been released to balance the budget in 2023/24.
R7	That the Cabinet Member Finance and Resources consider if the time is right to review long term loans due to interest rate rises, after due consideration of risks and inflationary pressures.	Cabinet Member for Finance and Resources Accept	The Treasury Management Strategy (Appendix 9b) sets out the approach taken to reviewing loans and making any repayments deemed necessary. Any potential savings identified from repayment of a loan will be reported to the Director of Finance and the Cabinet Member for Finance and Resources.
R8	That the Cabinet Member Finance and Resources develop a reporting mechanism for review of larger project delivery. The Working Group has not seen evidence of past project review or monitoring and suggest that the Council may be able to invest in more projects if the allocation of funding is tighter from monitoring and learning from the past.	Cabinet Member for Finance and Resources Accept in part	It is agreed that reviews of completed, large projects will be made available to the Corporate Overview & Scrutiny Committee as appropriate.
R9	That all members be offered training to better understand General Balances and Reserves.	Cabinet Member for Finance and Resources	Training will be provided and the Director of Finance will liaise with Member Services to identify appropriate dates and times for such training to take place.

		Accept	
	SEND Transport		
R10	That the Cabinet Member for Education (and SEND) prioritise the SEND Transport review and consider if timelines can be moved forward. This should be a priority and addressed early in the financial year.	Cabinet Member for Education (and SEND) Accept	Where changes to policy are proposed or significant changes to custom and practice, an appropriate consultation period is required. Exploring the option to bring in changes - for those requiring transport for the first time - from September 2023.
R11	That there is a need to work with early help and SEND transformation to reduce the EHCPs which would reduce the transport required.	Cabinet Member for Education (and SEND) Accept in part	Continue to embed the SEND & Inclusion district hub model which provides opportunity for early help. Agree and implement new EHCNA pathway which seeks to provide help and support pre statutory request for an EHCP to provide the right support at the right time. The strategy for special provision should also support the reduction in EHCPs by supporting CYP to remain in education in their mainstream setting (with the right support). This in turn should reduce transport needs.
R12	That consideration be given to a review of allocating SEND transport provision on an annual basis to reduce the number of single route taxis. We questioned whether the system used by SCC for route calculation was best in class or whether a more modern system may be beneficial. Routing reviews should also be carried out on a regular and frequent basis e.g. each academic year.	Cabinet Member for Education (and SEND) Accept	Q Routes is now being used to identify most cost-efficient transport routes for those schools where contracts are being reviewed. It is intended that routes contracted will be reviewed at least annually where new children start or children leave the school.

R13	The SEND Transport supporting guidance should set out an expectation that total parent choice is unaffordable. Norfolk and Nottinghamshire seem to start with 'an educate the parent first' approach.	Cabinet Member for Education (and SEND) Accept	The review will look to identify good practice in other local authorities. EHCP annual review will also include a review of the transport offer. Revised processes are being developed during the Spring term which will include offering a personal transport budget in the first instance. Exploring the option to bring in 'pick up' locations, rather than from the home, except in exceptional circumstances.
R14	That the Cabinet Member for Education (and SEND) review guidance and training for SEND parents and carers taking into consideration best practice in Nottingham and Norfolk, to encourage parents to use travel allowance and encourage independent travel which is beneficial for a child's long-term development.	Cabinet Member for Education (and SEND) Accept	EHCP annual review will also include a review of the transport offer. Training for SEND keyworkers will include the prioritisation of Personal Travel Budgets as the offer of choice.
R15	Welcome the work being done to provide more mainstream education provision for SEND pupils, what are the SMART metrics here as to when we will see some benefits to the budget and the rate payers of Staffordshire.	Cabinet Member for Education (and SEND) Accept	Currently undertaking a review of specialist provision. Implementation is planned from September 2023 – September 2024. The implementation plan will be developed during summer 2023 which will include timeline for expected impact.
R16	That consideration be given to the feasibility of making more efficient use	Cabinet Member for	Currently in the process of recruiting capacity to enable the review of options available – going through a tender process

	of Council owned vehicles in SEND Transport.	Education (and SEND) Accept	to recruit consultants. Once a consultant is approved, work will commence with a report expected by September 2023.
	Draft MTFS report - Children in Care		
R17	We recommend work is prioritised to review of closure of Children in Care cases in a more timely fashion to address the significant pressure placed on the MTFS.	Cabinet Member for Children and Families Accept	Work is underway to review Children in Care plans and progress them towards appropriate closure to ensure children's safety and wellbeing is given utmost priority. We are engaging in developing good practice guidance and governance to ensure going forward, our thresholds for bringing children in care, and their time/journey through the care system is consistently monitored. This will also ensure that a child remains in LA care only for as long as necessary for their safety and well-being.
	Priority area discussed at Corporate O&S - post settlement		
R18	In view of the £37.8m additional government settlement announcement, which may allow for the £20m draw on reserves to no longer be needed, along with the Government scheme delay affecting £4.2m in the 'budget for market sustainability and cost of care' in Social Care, there were options to invest. A sum could be committed as investment in Highway/Capital improvements (in the same way as that	Cabinet Member for Finance and Resources and Cabinet Member for Highways and Transport Accept	Reserves will still be required to ensure a balanced MTFS, albeit at a lower level than originally estimated. The Cabinet report includes reference to an investment, amount to be determined, pending receipt of final business rates figures from District and Borough Councils. Cabinet Members will shortly be considering where any investment would be best made.

	proposed last year), as this would save money in the long term.		
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