

Corporate Overview and Scrutiny Committee Tuesday 20 June 2023

Overview and Scrutiny Work Programme 2023-24 Update

Recommendation(s)

I recommend that:

- a. Corporate Overview and Scrutiny Committee receive the Overview and Scrutiny Work Programme 2023-24 update report.
- b. Corporate Overview and Scrutiny Committee consider and comment on the planned Work Programme 2023-24.

Report of Deputy Chief Executive & Director for Corporate Services John Tradewell

Summary

1. The Corporate Overview and Scrutiny Committee are the overarching scrutiny body with responsibility for developing and agreeing the combined work programme for the Council's overview and scrutiny function. The work programme co-ordinates items scheduled at each of the Councils four overview and scrutiny committees.
2. Members are asked to consider the update on programme delivery 2022-23 and work planned by the Overview and Scrutiny Committees in 2023-24.

Background

3. The Local Government Act 2000 states that Councils operating executive arrangements must also make provision for the appointment of one or more overview and scrutiny committees. At their annual meeting on 18 May 2023, the County Council appointed the following committees:
 - Corporate Overview and Scrutiny
 - Health and Care Overview and Scrutiny
 - Prosperous Overview and Scrutiny
 - Safeguarding Overview and Scrutiny

4. The Terms of Reference for each Overview and Scrutiny Committee can be viewed in [Section 7 of the County Councils Constitution](#).
5. At the start of the municipal year 2023-24, each committee develops work programmes of matters that fall within their Terms of Reference taking into account any outstanding items from previous years, as necessary. Members are requested to review the contents and timelines of the work programmes at each meeting to ensure they remain timely and relevant.
6. Scrutiny Chairmen and Vice-Chairmen hold regular Triangulation meetings with Executive Members, Directors, and where applicable senior officers from partner organisations, to discuss emerging matters, priorities and circumstances that might change decision making and scrutiny timelines.
7. The Corporate Overview and Scrutiny Committee also maintain oversight of the Joint Overview and Scrutiny work programme which details work items for all four Overview and Scrutiny Committees.
8. Scrutiny of the Joint Work Programme provides opportunity to identify cross-cutting matters (i.e., those which might fall under the Terms of Reference of more than one Committee) and provide a wider view of the subject matter and issue(s) involved to help focus on key lines of enquiry.

Current position

9. Overview and Scrutiny Committees completed their 2022-23 work programmes. The final quarter January – April 2023 activity is summarised in paragraph 11 and a forward look at scrutiny activity for the first quarter of the new Municipal Year 2023-24 is provided in paragraphs 14-17.
10. The four Overview and Scrutiny Committees will present draft work programmes to the first meeting of the committee this municipal year.
11. Quarter 4 2022-23: Activity
 - a) Thirteen Overview and Scrutiny Committee meetings were held between 1 January 2023 and April 2023. Thirty-eight different topics were considered.
 - b) In support of formal meetings Member briefings and pre-meetings were arranged online, briefing papers circulated, and links to

further information to develop knowledge and awareness of specific issues have been circulated where appropriate.

12. To ensure the continuous development of the scrutiny function all Chairmen and Vice-Chairmen of Overview and Scrutiny Committees meet quarterly with the Scrutiny and Support Team to reflect on scrutiny process, develop working mechanisms and share good practice. At a meeting on 24 January 2023 the forum considered report content and process, responses to recommendations and member training. The forum met again on 22 May to consider the report process and monitoring and tracking mechanisms.

13. Scrutiny Member Training and Development:

- Local Government Association 'Scrutiny Essentials Training' took place on 25 May 2023. Eighteen members attended.
- District and Borough Scrutiny Representatives on Health and Care Committee training on 7 June 2023.
- Centre for Governance and Scrutiny 'Health Scrutiny Training' is scheduled for Thursday 7 July 2023.

Work Programme Focus for Quarter 1

14. Corporate Overview and Scrutiny Committee:

- a. 20 June 2023 meeting focus will be work programme planning; Appointment to MTFS work group; O&S Annual report; O&S quarterly work programme update; Climate Change working group update and scrutiny of the Integrated Performance Report Q4.
- b. 1 August 2023 meeting focus will be Integrated Performance Report Q1.
- c. 12 September 2023 meeting focus will be Corporate Complaints Annual Report 2021-22 and O&S work programmes update Q1.
- d. 6 July, 7 August and 1 September 2023 have been reserved for any called in decisions.

15. Health and Care Overview and Scrutiny Committee:

- a. 12 June 2023 meeting focus will be General Practice Access; NHS Dentistry Transition Plan and access to NHS Services; General Practice Estates and work programme planning.
- b. 24 July 2023 meeting will be ICB Operating Plan & 1st quarter performance; Systems Pressures UHNM, UHDB & WMAS lessons learnt from Winter Period; Elective pressures and ICS Workforce Plan.

- c. 31 July 2023 additional meeting: Adult Social Care Services
- d. 18 September 2023 meeting will scrutinise Mental Health update: MPFT and NCHFT.
- e. A workshop will be held in the summer to assess access to information on Adult Social Care.

16. Prosperous Overview and Scrutiny Committee:

- a. 7 June 2023 meeting focus will be scrutiny of Highways Transformation and Performance quarterly update; Staffordshire County Council's Economic Strategy; Digital Infrastructure in Staffordshire; and Planning for the Civil Parking enforcement enquiry day.
- b. 6 July 2023 meeting focus will be Staffordshire Bus Strategy; Highways and Transformation Functional Service Commissioning; SEND Strategy for Special Provision.
- c. 28 September 2023 focus of the meeting will be HS2 six-monthly update; Highways Transformation Progress and Performance update; and Staffordshire Employment and Skills Strategy.

17. Safeguarding Overview and Scrutiny Committee:

- a. 15 June 2023 meeting focus work programme planning. Pre-decision scrutiny will also take place on 'Living my Best Life', Joint Strategy for Disabled and Neurodivergent people in Staffordshire 2023-2028;
- b. 27 July 2023 focuses on Customer feedback & Complaints Annual reports for Children's and Adult Social Care. It will also include impact reports on the PHSE co-ordinator role 12 months from its introduction.

18. Potential topics with cross remits:

Opportunity for members to consider any areas in the items proposed in Quarter 1 that may cross O&S committee remits and identify the lead committee to scrutinise or agree a joint meeting.

Link to Strategic Plan

19. The Overview and Scrutiny Committees' remits and work programmes are developed to ensure that scrutiny reinforces the value and importance of challenge, and they are aligned to the ambitions and delivery of the principles, priorities, and outcomes of the Strategic Plan 2022-2026.

Link to Other Overview and Scrutiny Activity

20. The Joint Work Programme will co-ordinate scrutiny activity between the four Overview and Scrutiny Committees, identify matters for joint scrutiny or determine the lead committee for an issue, and take into account where and when scrutiny can add value and influence decision making.

Background Documents:

Link 1: Corporate O&S Committee Work Programme: [20 June 2023](#)

Link 2: Health and Care O&S Committee Work Programme: [12 June 2023](#)

Link 3: Prosperous O&S Committee Work Programme: [7 June 2023](#)

Link 4: Safeguarding O&S Committee Work Programme: [15 June 2023](#)

Contact Details

Director: John Tradewell, Deputy Chief Executive & Director for Corporate Services

Report Author: Deb Breedon
Job Title: Scrutiny and Support Manager
Telephone No.: 01785 276061
E-Mail Address: Deborah.breedon@staffordshire.gov.uk

