

Resource and legal considerations:

In accordance with the constitution the panel may ask persons to attend to address them on matters under consideration and may pay to any advisors, assessors and other persons a reasonable fee and expenses for doing so.

Citizen impact:

All citizens with a relevant interest in a matter will have the ability to contribute to the deliberations of a scrutiny and performance panel.

Environmental impact:

Successful overview and scrutiny can assist in shaping policy to make environmental improvements.

Performance management:

Scrutiny is an important and integral part of the council's performance management framework and can challenge review and advise on service delivery, council activity and policy and improvements.

Equality Implications:

All citizens with a relevant interest in a matter will have the ability to contribute to the deliberations of a scrutiny and performance panel.

Consultation:

Consultation with panel members will be required regarding their views on specific issues to be considered for scrutiny.

Vision 2008:

Identification of issues for scrutiny is aimed at achieving the council's vision.

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1. Purpose of the Report

- 1.1 This report aims to inform members of the current position of the work of the panel during the 2004/5 municipal year and outlines the process recommended for identifying and prioritising items for scrutiny in 2005/6.

2. Current position

- 2.1 At the first meeting of the panel held on 21 July 2004, a sub-committee was re-established with full delegated powers along with two working groups as follows:

- a) Health Scrutiny Panel (with full delegated powers to scrutinise the health service).
- b) Modernising Services working group.
- c) CPA Housing Improvement Plan – joint working group with Regeneration/Environment/Housing/Community scrutiny panel.

- 2.2 The panel also agreed the following:

- a) An annual work programme.
- b) A criteria for identifying issues of scrutiny for the panel.
- c) A criteria for identifying issues of scrutiny for its sub-committee (health scrutiny panel).
- d) Establishment of annual standing conference for health scrutiny to be held September/October of each year to develop a shortlist of items for scrutiny for submission to the panel's sub-committee (health scrutiny) and also the panel for information.
- e) A model agenda for future meetings of the panel.
- f) To receive the forward plan as a standing item on all future agendas of the panel.

- 2.3 The panel highlighted some key issues for consideration over the municipal year as follows:

- a) Improving performance
- b) Managing the money
- c) Modernising services i.e.
 - o Learning disability
 - o Older people
 - o Physical disability
 - o Supported housing
 - o Assessment/managing care
- d) Working in partnership – getting the best out of our process
- e) Getting the support structures right
- f) Getting and keeping staff

2.4 Key Activities and Outcomes

2.4.1 Performance and financial monitoring

In terms of oversight of key performance data and financial monitoring the panel has had detailed insight into the issues facing the directorate and has had

opportunities to receive information, listen to presentation from officers, consider plans for improvements and to ask questions and request additional information as part of their role as a critical friend.

- 2.4.2 Members have been kept up to date with the inspection framework for the directorate and emerging issues. Members have also been kept up to date with forecasts of budget outturn and were consulted about the departmental budget.
- 2.4.3 Performance data has been considered in detail at meetings on 21 July 2004, 15 September 2004, 25 October 2004 and 24 January 2005.
- 2.4.4. Financial monitoring information has been considered in detail at the meeting on 15 September 2004 and 24 January 2005.

Key resolutions included those from the budget consultations.

2.5 Draft Corporate Revenue Budget 2005/6 – 2009/10

- 2.5.1 The panel brought the following issues to the attention of cabinet:
 - a) That the anti poverty unit should not be included in the scope of the Putting the Citizen First Partnership.
 - b) That the management responsibility and accountability of the Anti-Poverty Unit be transferred from the Resources Directorate to the Health and Social Care Directorate.
 - c) There were concerns about the level of funding allocated to the Anti-Poverty Unit and that this funding was from the supporting people grant and not from mainstream funding. It was further agreed that confirmation would be given by officers as to mainstream allocations in this current year's budget.

2.6 Draft Capital Programme 2005/6 – 2009/10

- 2.6.1 The panel brought the following issues to the attention of cabinet:

The additional capital funding for aids and adaptations and disabled facilities was welcomed and questions were raised as to the capacity of the service to complete the increase and backlog of work of 250%.

2.7 Social Care and Supported Housing Estimated Draft Forecast 2005/6 and Draft Preliminary Forecasts 2006/7 to 2009/10

- 2.7.1. The panel made the following comments to cabinet:
 - a) There were concerns that plans to manage vacancies and reduce agency costs should not affect service delivery.
 - b) There were concerns that the externalisation of supported workshops should not affect clients and employees of that service that appear in the budget papers as a saving of £350,000 in future years.

- c) Questions were raised as to whether projected savings in looked after children were realistic, having been projected and missed in previous years.

2.8 Call in

- 2.8.1 The panel did not consider any call in relating to the Health and Social Care Directorate. However, on 6 December the panel did consider a report of the Community, Leisure and Culture Scrutiny and Performance Panel that had called in a decision relating to the Putting the Citizen First Partnership. A number of recommendations were made to cabinet who subsequently confirmed their original decision.

2.9 Adult Social Care in England

- 2.9.1 The panel received a presentation on the Government Green Paper 'Independence, well-being and choice-future direction of adult social care in England'. The consultation period will expire on 28 July 2005 and the panel will be holding a special meeting on 25 July to consider the council's response to this document.

2.10 Health Scrutiny Panel – Key Activities and Outcomes

- 2.10.1 The Health Scrutiny Panel held four meetings during the municipal year and agreed its work programme at its first meeting in November 2004. The following areas of work are being scrutinised and near completion:
 - Access to mental health services.
The work on the access to mental health services is currently being finalised and emphasis is being placed on the recommendations from a report on the review of accessibility of mental health. The panel is currently discussing an action plan to address those recommendations.
 - Obesity – joint work group set up with Children's Scrutiny.
The Obesity joint working group held its first meeting on 1 March 2005 and scoped its initial focus towards children's obesity. Group members are in the process of gathering information. A workshop was held on 15 June to involve all the key stakeholders such as health workers, councillors, parents and teachers in order to collect all the necessary information to evaluate best practice and to prepare an action plan.
- 2.10.2 The panel has continued to be involved in regional health scrutiny matters and the chair attends regular meetings around the area and Walsall has hosted a meeting.
- 2.10.3 The panel has considered in detail information relating to the PFT project for Manor Hospital including a site visit.

2.10.4 The panel also sought to understand the roles of key individuals in local NHS structures and has received presentations from Sue James, Chief Executive of Walsall Hospitals NHS Trust and the Lead Officer for Patient and Public Involvement to this end.

2.11 Modernising Services Workgroup – Key Activities and Outcomes

2.11.1 The panel's modernising services working group held four meetings. At its first meeting of the last municipal year the work group agreed its terms of reference and confirmed its programme of works. The first area of scrutiny was confirmed as the Modernisation of Day Care Provisions for people with Learning Disabilities.

2.11.2 The working group arranged successful meetings with the care providers and users with a view to establishing their needs for the future. The working group's final report on this area of work is available for consideration at this meeting as a separate item on the agenda.

2.11.3 The panel has undertaken a site visit towards its next scrutiny project relating to independent living centres. This is due to commence shortly.

2.12. CPA Housing Improvement Plan Working Group – Key Activities and Outcomes

2.12.1 The panel's CPA Housing Improvement Plan working group has held four meetings to date and is continuing its scrutiny of the improvement plan as a joint review with the Regeneration, Environment, Housing and Community Safety Scrutiny Panel. It is planning to reassess the improvement plan in the light of the previous inspection in conjunction with the CPA improvement plan to build an action plan for housing improvement achieved to date.

3. Proposed Work Programme 2005/6

3.1 The scrutiny panel is requested to consider the proposed work programme for the municipal year 2005/6 (appendix 1) and in doing so may wish to use the scoping criteria referred to below.

4. Scoping Criteria

4.1 Background

4.1.1 The report "Considerations for effective scrutiny 2004/5", presented to the Health and Social Care Scrutiny Panel, 21 July 2004, outlined an approach to scrutiny derived from consultation with chairs and vice-chairs.

4.1.2 The report highlighted the view that the selection of what to scrutinise, aiding the development of a robust focussed work programme, was the key to ensuring scrutiny was successful and went on to suggest a checklist to aid councillors in deciding if a subject required scrutiny.

4.2 Aim of the Selection Criteria

- 4.2.1 The use of the selection criteria ensures potential scrutiny items are given fair and consistent consideration against a framework that highlights and focuses the reason from scrutiny.
- 4.2.2. By applying the selection criteria, the panel are actively taking action aimed at ensuring efficient and effective scrutiny.

4.3 Using the selection criteria

- 4.3.1 The criteria for selection (appendix 2) have been developed to explain the reasoning behind each criterion. When assessing a potential scrutiny item, each match against the criteria scores 1. The sum of the scores for matching criteria gives *Score A*.
- 4.3.2 Consideration should now be given to how achievable it would be to complete the work within the municipal year. It is recognised that some work streams are too large to be completed in year one and, therefore, the panel should consider whether work stream can be sub-divided or re-scoped. By completing the work programme within the municipal year, any possible changes to the panel membership are less likely to affect the outcome of scrutiny. A score for achievability is *Score B*.
- 4.3.3 The importance of the potential scrutiny item to delivering the Council's Vision and achieving excellence by 2008, provides *Score C*.
- 4.3.4 Multiplying *Scores A, B and C* provides the overall score for the particular potential scrutiny item.

5. Recommendations

- 5.1 That the Health and Social Care Scrutiny and Performance Panel:
 - Note the information regarding the activities of the panel to date.
 - Use the selection criteria to scope the work programme for 2005/6.

Proposed Work programme 2005/6

Scrutiny Committee	Topic	Background
Health & Social Care	<p>a) Modernising services (commenced Feb 2005): -</p> <p>i) Day Care Services for people with Learning Disabilities.</p> <p>ii) Independent Living Centres.</p> <p>b) CPA Housing Improvement Plan (commenced Nov 2004)</p>	<p>A working group was established to undertake indepth reviews.</p> <p>The first review in respect of Modernising Day Care Services for people with Learning Disabilities commenced in Feb 2005. This review is now complete and a report is available under separate cover.</p> <p>The second review is due to commence in relation to Independent Living Centres.</p> <p>A working group has been established to review this plan. The work is still in progress as a joint review with Regeneration, Environment, Housing and Community Safety Scrutiny Panel.</p>
Health Scrutiny Panel	<p>Access to Mental Health Services (commenced Sept 2003).</p> <p>Obesity (commenced March 2005). Joint working group with Children's Scrutiny Panel.</p>	<p>Emphasis was placed on the recommendation from a report on the review of accessibility of Mental Health Services in Walsall from the Sainsbury Centre for Mental Health. An action plan will be completed shortly.</p> <p>This scrutiny has commenced via joint working with Children's Scrutiny Panel. Information is currently being gathered following a workshop which took place on 15 June 2005.</p>

Health Scrutiny Panel	Manor Hospital NHS Trust and New Cross Hospital NHS Trust.	Possible consultation exercise in respect of joint working between the two NHS Trusts.
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Scoping of Work Programme - Criteria for Selection

No.	Criteria	Reasoning behind criteria	Explanation of Criteria
1	Issue identified by councillors as a key issue for public scrutiny	Issue which adversely affects public services and possibly a matter which will restrict achievement of council's vision.	Councillors have received feedback via LNPs; Member surgeries; personal experience. Issue identified is one which affects local service not being provided or is felt to be ineffective.
2	Issue raised by internal / external audit	Essential to review to achieve effective resolution to concerns raised	Audit investigation identifies a problem in service / behaviour, etc...
3	General public dissatisfaction with service	Complaints received, likely to restrict achievement of vision and CPA rating of service	General public have expressed their dissatisfaction with service and require its improvement
4	Issue raised as important by the Council's partners (i.e. LNP, CEN, WBSP, NHS)	Review likely to strengthen joint working with our partners to deliver the overall community strategy for the Borough.	Council's partners have identified areas or services which are in need of joint attention.
5	Performance indicators and benchmarking has identified service as a poor performing one or where performance has radically declined or improved	Opportunity to review service and improve CPA rating, and learn from and share experience	Performance reviews of current service and investigations of similar services produced elsewhere have identified the need to improve the service we provide.
6	Service has shown pattern of budgetary overspend / under spend	Need to ensure resources are being placed behind clear priorities.	Budget allocation for the service has been exceeded on number of occasions
7	Issue has high risk impact on equality / health and safety	Allows focus on issues that matter to citizens by way of informing policy	Quality of Service \ Policy in question could impinge on level of provision
8	Local media has highlighted issue	Matter of public concern	Media – newspapers, radio. Have created wide public interest in issue.
9	Issue is a central Government priority area and therefore affected by government guidance or legislation	Essential for council to seek local views through public consultation and using its telescopic eye to scrutinise the governments proposals and establish possible joint working with other councils	Issue has been identified via consultation document seeking views of local authority on proposals
10	Issue is critical to securing a successful CPA outcome.	Necessity to review service and steer CPA assessment to a positive result	CPA has graded service to a particular level, which is against the aim set by the authority

No.	Criteria	Reasoning behind criteria	Explanation of Criteria
11	Issue is subject to modernisation / change or is a new area of work to the Council and its' partners	Method of cementing councils duty to review change, particularly for services in health service	Health Service Partner, Government, Executive seek to change service
12	Issue is identified in the Forward Plan for Cabinet decision and identified from list of items to be decided by officer with delegated authority	Opportunity for Panel to review and contribute to discussion making process, policy making and affect CPA rating.	Executive / Officer Forward plan sets out items earmarked for future decisions.

Note:

1. Issues which can be resolved without scrutiny panels intervention and are part of a performance review within the previous or next 12 months need not be scrutinised. Issues which are being scrutinised elsewhere can be reviewed on a joint basis if appropriate.
2. Full consideration should be given to planning timescales for each review identified on the work programme. Timescales play a crucial role in the reviews life cycle; it avoids bottle necks and delays. A project management process known as a "Milestone Calendar" can be adopted. It identifies key stages in the project/review and with the aid of times from the planning process and completion date from the terms of reference; the times by which they are to complete are listed.

Set out below is an example of such a process.

Milestone Calendar

Review: Teenage Pregnancy rates in Walsall.

Milestone	Completion Date
Identify issue for scrutiny	July 2005
Scope review / identify leaders/ process / visits/ witnesses / resources etc	August 2005
In depth Scrutiny / identify problems and solutions	September 2005
Commence planning of review document	January 2006
Complete review document	February 2006
Submit review document to parent body	March 2006

Scoping of Work Programme - Criteria for Selection Prioritising and Weighting

No.	Criteria	Score
1	Issue identified by councillors as a key issue for public scrutiny	
2	Issue raised by internal / external audit	
3	General public dissatisfaction with service	
4	Issue raised as important by the Council's partners (i.e. LNP, CEN, WBSP, NHS)	
5	Performance indicators and benchmarking has identified service as a poor performing one or where performance has radically declined or improved	
6	Service has shown pattern of budgetary overspend / under spend	
7	Issue has high risk impact on equality / health and safety	
8	Local media has highlighted issue	
9	Issue is a central Government priority area and therefore affected by government guidance or legislation	
10	Issue is critical to securing a successful CPA outcome.	
11	Issue is subject to modernisation / change or is a new area of work to the Council and its' partners	
12	Issue is identified in the Forward Plan for Cabinet decision and identified from list of items to be decided by officer with delegated authority	
Score A		

	Weighting factor	
Achievability of review within 12 months	3 Achievable 2 Marginal 1 Unachievable 0 Not Applicable	
Score B		

	Weighting factor	
Impact on Council's Vision	5 Achieves vision 4 High impact 3 Neutral impact 2 Minimum impact 1 Little or no impact	
Score C		

Total	Score A x Score B x Score C	=	
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