



**COUNCIL**  
24 May 2006

Report of the Scrutiny Management Commission

## **2005/06 Annual Report of the Overview and Scrutiny Commissions**

### **RECOMMENDATION**

1. Council is recommended to accept the 2005/06 Annual Report of the Overview and Scrutiny Commissions.

### **SUPPORTING INFORMATION**

- 2.1 Paragraph 6.3(4) of the Council's Constitution requires the Overview and Scrutiny Commissions to 'report annually to full Council on their workings and make recommendations for future work programmes and amended working methods if appropriate'.
- 2.2 The report contained in Appendix 2 is the fourth Annual Report of the Council's Overview and Scrutiny Commissions. The report summarises the work that has been carried out by the Commissions during the administrative year 2005/06.

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**Background papers:** Appendix 1 – Implications  
**List of appendices:** Appendix 2 - Annual Report of the Overview and Scrutiny Commissions

## IMPLICATIONS

### Financial

1. None arising directly from this report.

### Legal

2.1 The Local Government Act 2000 requires that the Council's Overview and Scrutiny arrangements cover the full range of functions for which it is responsible. Delivery of the overview and scrutiny function can be undertaken by a minimum of one committee or any higher number the Council considers to be appropriate. Any committee when considering local authority education functions must, in addition to the Council members, include in the case of Derby five voting members representing faith communities and parents. The Health and Social Care Act 2001 provides for one of the Council's overview and scrutiny committees to review and scrutinise local National Health Service bodies.

2.2 The 2000 Act also requires that local authorities must have regard to any guidance issued by the Secretary of State.

### Personnel

3. The Overview and Scrutiny Co-ordination Team currently comprises the Scrutiny and Complaints Manager, two Overview and Scrutiny Co-ordination Officers, one Assistant Overview and Scrutiny Co-ordination Officer and one Team Administrator.

### Equalities impact

4. Effective Overview and Scrutiny is of benefit to all Derby people.

### Corporate Objectives, Values and Priorities

5. Overview and Scrutiny activities have the potential to link to all the Council's Corporate Priorities.

## Appendix 2





DERBY CITY COUNCIL



**Annual Report of the  
Overview & Scrutiny Commission  
2005/06**



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# 1. Foreword

Welcome to the fourth Annual Report on the work of Derby City Council's Overview and Scrutiny Commissions, covering the period April 2005 to April 2006.

The Scrutiny Management Commission's 'Review of Scrutiny', completed one year ago, suggested ways to enhance the scrutiny function and to improve its linkage to the executive arm of the Council's decision-making process.

The closer engagement between Cabinet and the Scrutiny Commissions recommended by the 'Review of Scrutiny' has now been facilitated by the constitutional changes introduced in the latter part of 2005 which provide for regular informal meetings between Scrutiny Chairs, Vice Chairs and the relevant Cabinet members. I am confident this will become established as a familiar and valued part of the Council's machinery.

Last year's 'Review of Scrutiny' also revealed a desire to undertake retrospective scrutiny which could be used after one or two years to see how well a decision was working in practice. Each Commission meeting's agenda now includes the standing item 'Retrospective Scrutiny' and although this has not so far been widely used, it is potentially a powerful tool for the Commissions.

During the past year the strengths of scrutiny in Derby have been the multi-meeting topic reviews and the multi-issue business meetings. Members had previously expressed a wish to have more medium sized scrutiny, two hours to one day, spent on one issue, and good practice examples of this have been the special meeting of the Scrutiny Management Commission on proposed police force mergers and that of the Community Regeneration Commission on Area and Neighbourhood Working. The latter was attended by over half of Derby's councillors.

A further innovation this year was the conduct of the Primary Care Trust merger review by the Social Care and Health Commission. The range of witnesses to this review was at least equal to some of the previous topic reviews but the review was conducted in only a week and a half. This demonstrates the capacity and flexibility of our overview and scrutiny function to deliver when the will is there.

This Annual Report shows that in the past year the Council's Overview and Scrutiny Commissions have again achieved some notable successes but these successes must be offset against a level of focus and commitment to scrutiny that has at times appeared very variable. Without question the change of control, which resulted in what was effectively a second 'Annual Meeting', the new Chair and Vice Chair partnerships and the changed

Commission memberships all had an impact, and inevitably members need time to find their feet in new roles. However, even allowing for this, there have been disappointments and opportunities not seized, and some Commissions have spent time thinking about what they might review, rather than deciding and getting on with it.

Furthermore, although it seems to be recognised by members that regular training is important if skills are to be enhanced and maintained, there has to date been almost no take-up of the very flexible training packages put together last summer by the Co-ordination Team. There also seems to have only been a limited attempt by members to become familiar with the use of Performance Eye. This is unfortunate as this user-friendly system offers the modern councillor access to information that our predecessors could only have dreamed about.

On a much more positive note I wish on behalf of the Commissions to tender my thanks to the OSCer Team that have supported us, to an extremely high level, through the year. So much so, that Derby is regarded as a leading light in local authority scrutiny across the country.

I also express my thanks to all officers – of all levels - of the Council and its partner agencies for supporting the scrutiny process by their attendance at meetings and through the provision of information and advice between meetings.

A significant difference this year has been the input and attendance of the council's Cabinet members, allowing rigorous political scrutiny that has at times been difficult for some of them. I commend them for their co-operation and involvement in our overview and scrutiny of council policy. I trust this practice will continue into the next year.

I want also to give special thanks to the co-opted members who serve on the Commissions. Their input has been invaluable and on occasions when insufficient councillors have been available, their attendance has allowed review meetings to go ahead with viable numbers. The quality of the contributions they have made to evidence gathering has been shown in the questions they posed and their reflections have added value to Commissions' conclusions and recommendations.

Four years on Derby City Council's Overview & Scrutiny function has set high standards and achieved good foundations for the future. Nevertheless, we should always be ready to challenge all areas of council business, including our own, to maintain those high standards and remain top of the class.

**Councillor Alan Graves** – Chair of the Scrutiny Management Commission

## 2. Introduction

The Council's Constitution that came into effect on 3 December 2001 required the establishment of six Overview and Scrutiny Commissions that would collectively cover all the functions of the Council. The six original Overview and Scrutiny Commissions were reconfigured at the Council's Annual Meeting on 21 May 2003 in order to give each Commission a more balanced workload.

That structure has remained unchanged since and is shown in Figure 1. The portfolios of each of the six Commissions are described in Appendix 1 of this report. Appendix 2 lists the membership of the Commissions.

The role and responsibilities of the Overview and Scrutiny Commissions are defined in the Council's Constitution and are in general terms to:

- a. review and/or scrutinise decisions made and actions taken in connection with the discharge of any of the Council's functions.
- b. make reports and/or recommendations to full Council and/or the Council Cabinet and/or any policy, joint or Area Panel in connection with the discharge of any functions.
- c. consider any matter affecting the area or its inhabitants, and
- d. consider decisions that have been called in for reconsideration and decide whether to ask the decision maker to reconsider the decision, or, where appropriate, to refer it to full Council.

Figure 2 illustrates the complementary roles of full Council, Council Cabinet and the Overview and Scrutiny Commissions and shows the linkages between them.

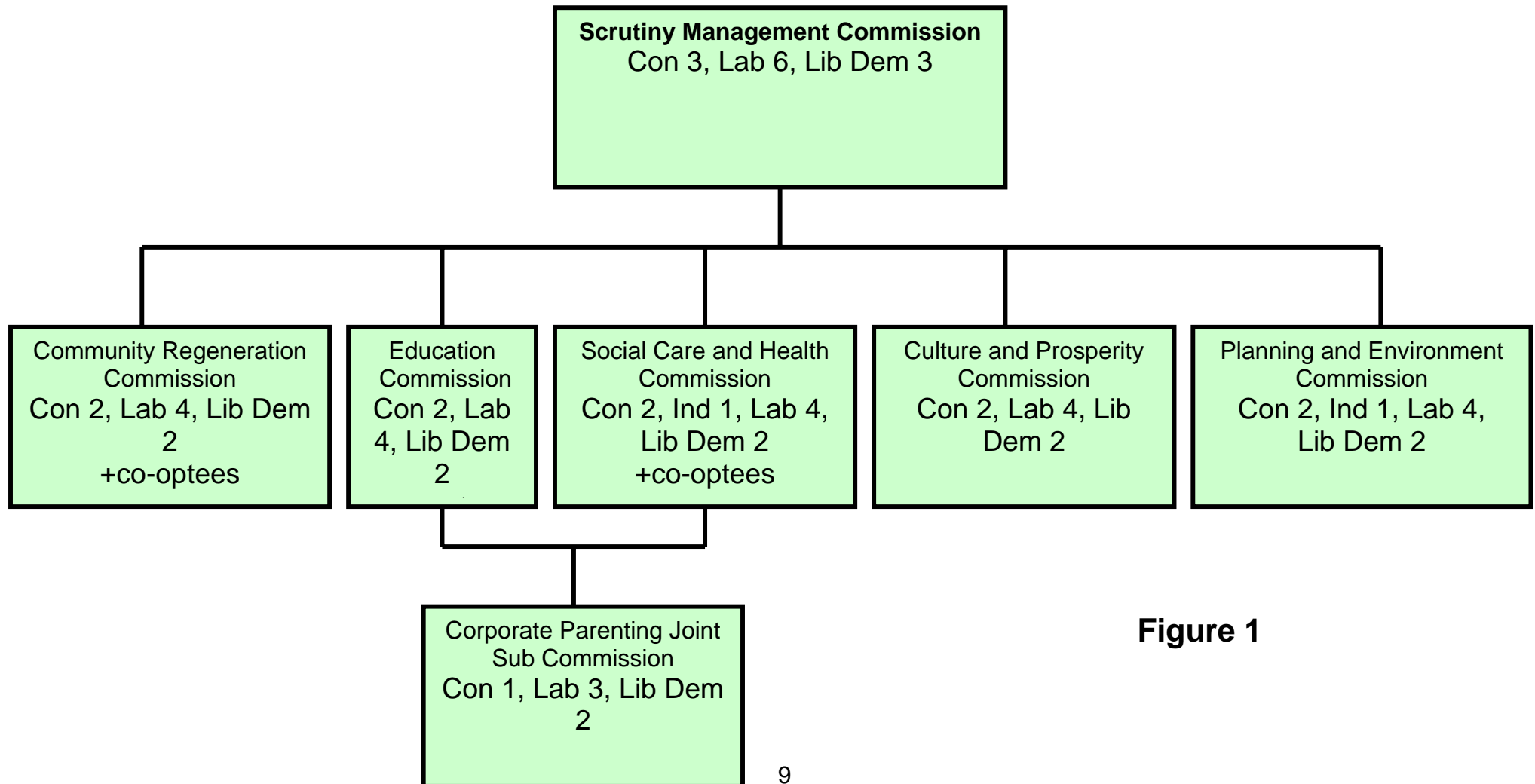
In practice, the task of the Overview and Scrutiny Commissions splits into two main components. These are:

1. To carry out policy development and review and for that purpose to conduct research and consult with interested parties on the development of policy options. The outcome of this process will be recommendations that are aimed at developing and improving Council policies.
2. To scrutinise and review the decisions and performance of Council Cabinet and Council officers. This may also involve research and consultation. It will lead to recommendations based on the outcome of the scrutiny process.

The policy development and scrutiny work that has been carried out by each of the Commissions during the administrative year 2005/06 is described in the following sections of this report.

Each meeting's agenda now includes the standing item 'Retrospective Scrutiny'. In a format change to this Annual Report, the section on 'Items Scrutinised' by the Commissions has been moved from a common appendix at the end to the individual Commission sections. Therefore rather than something that is just read once the Annual Report can be a useful reference document for Commission members – something to be reached for when reading agenda papers and that may serve as a source of suggestions for retrospective scrutiny.

# Derby City Council's Overview and Scrutiny Structure 2005/06



**Figure 1**

## Linkages between Overview and Scrutiny, Council Cabinet and Full Council

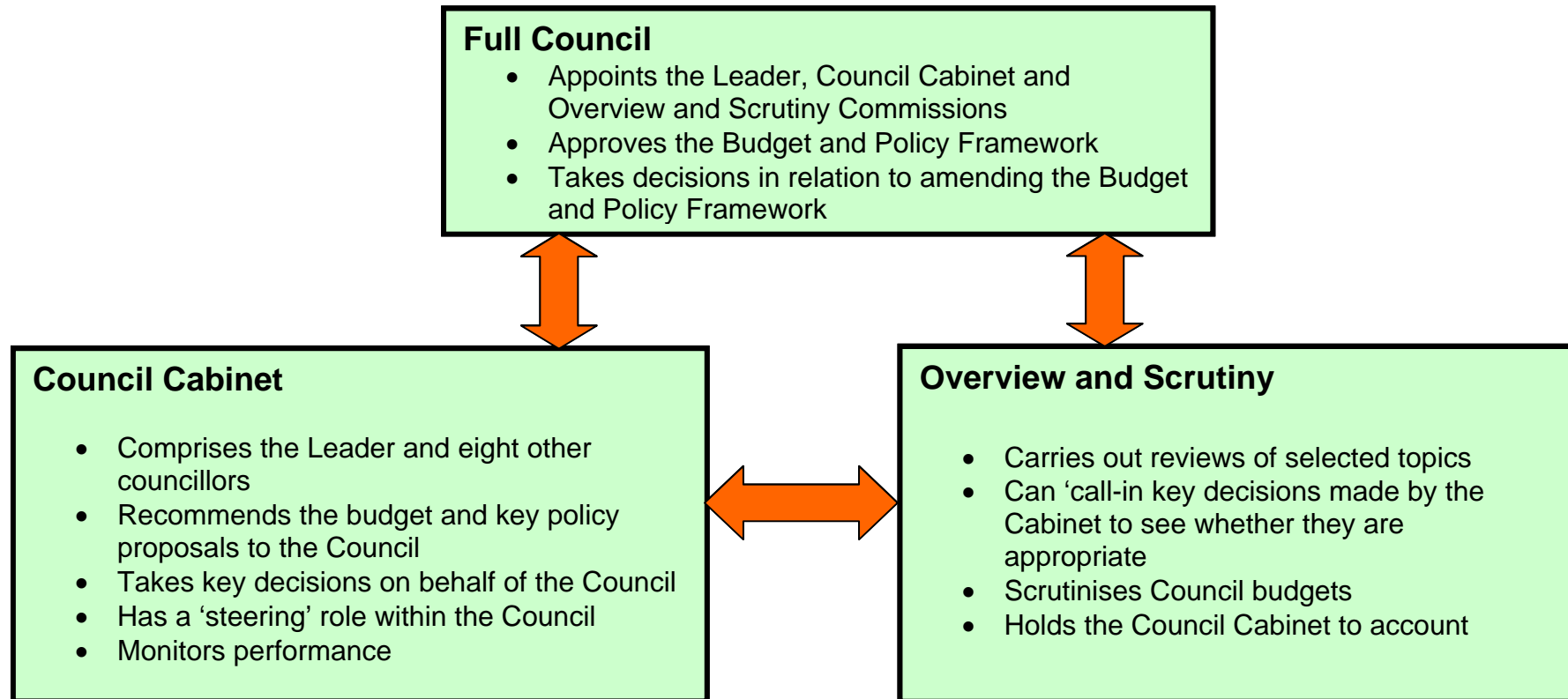


Figure 2

### 3. Reports of the Individual Commissions

This section shows the activity of the individual Overview and Scrutiny Commissions during 2005/06. For each Commission it is divided into: .

- **Policy Development**, which sets out how 'topic reviews' and larger scrutiny exercises were conducted. Either of these can involve research and consultation with residents, service users and other interested parties to help develop policy options. To encourage policy development work the Council's Constitution allows each Commission to carry out up to two 'topic reviews' in any one year.
- **Items scrutinised by the Commission**, this summarises the outcomes of the Commission's scrutiny of a Council Cabinet decision or the performance of a service. This may also involve research and consultation.

The outcome of these processes will be evidence-based recommendations that are aimed at developing and improving Council policies, or influencing the decisions of other agencies. Most reports are submitted to Council Cabinet but those relating to National Health Service (NHS) matters, can be sent to the NHS decision-making body.

The individual Commissions largely control their own agenda and decide which issues they wish to review or scrutinise and how much time to devote to any matter.





## 3.1 Scrutiny Management Commission



**Councillor Alan Graves**  
Chair of the Commission



**Councillor Pauline Latham OBE**  
Vice Chair of the Commission

### ◆ Policy Development

The outcome and recommendations of the Scrutiny Management Commission's Review of Scrutiny (see the 2004 Annual Report of the Scrutiny Commissions) were reported to full Council at the Annual Meeting on 25 May 2005. In summary the recommendations of the SMC were that:

1. The engagement between Cabinet and the Scrutiny Commissions should be improved.
2. The Commissions should increase their involvement in scrutiny (rather than concentrating on Policy Development)
3. The Commissions should review their work processes with a view to improving outcomes and the linkages to Council priorities.
4. The Commissions should identify the skills needed by Chairs and members to deliver effective scrutiny and prepare training programmes designed to address any skill shortages they identify.
5. The number of commissions should be reduced from six to four and each Commission should be linked with two Cabinet portfolios.

When these recommendations were voted on at the Annual Meeting the first four were approved. However the recommendation to reduce the number of Commissions from six to four was defeated by one vote and the original six Commission Overview and Scrutiny structure was retained for 2005/06.

During the past year the Scrutiny Management Commission has examined a number of possible work plan topics. One proposal was to look again at the

Council's Overview and Scrutiny structure and to see whether it was possible to develop one with better linkages between the Scrutiny and Cabinet portfolios. A scoping report outlining such a review was presented to the Commission's meeting on 13 September 2005 but members took the view that much of the work had already been done as part of the Commissions 2004/05 Review of Scrutiny and decided not to proceed.

At their meeting on 1 November 2005 SMC members received a scoping report on a possible review of the Council's Emergency Planning procedures. The Commission was told that emergency planning for Derby was provided under a Local Service Agreement by Derbyshire County Council and Ian Shuttleworth, the County Council's Emergency Planning Officer, gave a presentation to the Commission. However, having considered the report and the presentation,



Commission members resolved to ask for regular emergency planning updates but decided not to proceed with a review of emergency planning.

Some other possible work plan topic reviews, which had been suggested at a previous meeting of the SMC, were further discussed at the Commission meeting on 1 November 2005. As a result of that discussion, members agreed to look in more detail at the possibility of carrying out a review that would compare Council Tax income and expenditure on a ward-by-ward basis across

the City. A scoping report outlining such a review was prepared by the Co-ordination Team and was presented to the Commission's meeting on 13 December 2005.

At the meeting on 13 December the Commission was advised that a review of Council Tax income and expenditure would involve a considerable commitment of the Commission's time and would require significant officer involvement. Members were advised that it would consequently not be possible to start work on a review of Council Tax income/expenditure until April 2006 and that the first task would be to clarify the objectives and to define the methodology of the review. Having considered the report members agreed to proceed with the review on that basis.

In addition to the consideration of possible work plan topics the SMC has also conducted a short review to consider and comment upon the impact of the proposed reorganisation of UK Police Forces on Derbyshire Constabulary.

The review of the proposed reorganisation of Derbyshire Constabulary took the form of a single meeting that was held on 28



The SMC took the view that the issue was of interest to all the Overview and Scrutiny Commissions and invited all members of the Council to take part. David Coleman, the Chief Constable of Derbyshire Constabulary, and Janet Birkin, the Chair of the Derbyshire Police Authority, gave evidence to the meeting which was attended by about 15 members of the Council. Having heard the evidence, the Commission recommended that Council Cabinet:

- a) express the Council's support for the resolution made at the Association of Police Authorities Summit of Chairs and Chief Executives of Police Authorities on 7 December 2005 and,
- b) seek a solution which will secure effective policing of the city of Derby as the top priority.

These recommendations were subsequently adopted by Council Cabinet.

### ◆ **Items Scrutinised by the Commission**

#### **19 APRIL 2005**

**Review of Children Looked-After Services** – The Commission approved 'Children Looked After Services' as the next topic review by the Social Care and Health Commission.

**Energy Policy for Buildings** – The Commission considered a new policy that had been written to reflect the Government and European Union's target for reducing energy consumption and establishing good practice. The Commission proposed the additional wording: 'the Council will actively seek to identify and implement as a priority, low cost energy saving measures that have a quick return on investment' be incorporated into the report.

**Draft Annual Report of the Overview and Scrutiny Commissions** – The Commission agreed that the objectives for Overview and Scrutiny for the coming year should be to:

- Improve engagement between Cabinet and the Commission
  - Increase involvement in Scrutiny by reducing the emphasis placed on topic reviews
  - Review the Commissions' work processes to improve outcomes and linkages to Council priorities
  - Identify the skills needed by Chairs and Members and prepare training programmes to address any skill shortages.

**Draft Report on the Review of Scrutiny** – The Commission resolved to recommend the above objectives to full Council and that the number of commissions be reduced from six to four and the split in functions between Commissions should link each commission with two Cabinet portfolios.

## 7 JUNE 2005

**Property Disposals: Update on 126 Osmaston Road and land at Wood Road / Wayfaring Road, Oakwood** – The Commission considered the current position and recommended to Council Cabinet that in order not to increase the residential density in the area, 126 Osmaston Road should not be converted to a house in Multiple Occupation.

**Adoption of Land** – The Commission considered the issues relating to the adoption of land by the Council and asked the Plans and Policies Section to consult with Ward Members on the conditions of Section 106 agreements. The Co-ordination Officer was asked to draft a report on the way in which Section 106 agreements were implemented.

**Developing the Use of Performance Eye by the Commissions** – The Commission resolved to include Performance Eye as a standing item on Commission agendas, to request reports on all red indicators, to invite explanations where there were particular areas of concern, and to allow time for remedial action to take effect.

**Overview and Scrutiny Objectives and Work Planning for 2005/06** – The Commission resolved to include retrospective scrutiny as a standing item on Commission agendas and requested a report on improving the alignment between Commission and Cabinet member portfolios. It was also decided to invite Council Cabinet members to Commission pre-agenda meetings.

**Energy Policy for Buildings** – The Commission noted that the Council Cabinet had approved the Energy Policy for Buildings amended as suggested by the Commission.

**The Review of Scrutiny** – The Commission were informed that Council Cabinet had commended the Commission for its work in reviewing the current Overview and Scrutiny Function and for suggesting options for reforming the Scrutiny function.

**Forward Plan** – The Commission asked Council Cabinet to look at the format of the forward plan and suggested some improvements.

**Best Value Performance Plan 2005-2008** – The Commission recommended that Council Cabinet review the cost and effectiveness of consultation with the public.

**Internal Audit Plan 2005/2006** – The Commission received a report on the Internal Audit Plan 2005/2006.

## 19 JULY 2005

**Objectives and Work Planning for 2005/06** – The Commission approved “Review of the Housing Allocations Policy” as the Community Regeneration Commission’s 2005/06 topic review.

**I'm a Councillor Get Me Out Of Here** – The Commission was informed of a proposal to hold an event similar to 'I'm a Councillor Get Me Out of Here'. The purpose of the event was to help engage Derby young people in local democracy. Members agreed to provide £300 from the Commission's budget to support the event.

**Overview and Scrutiny Conference** – The Commission were informed that the Derbyshire and Nottinghamshire Scrutiny Officer Network had agreed to organise a conference to focus on the practical aspects of overview and scrutiny. The Commission approved a contribution of £500 from its research budget towards the cost.

**Performance Eye** – The Commission received reports from the relevant officers on:

- BV157 – the number of transactions enabled by electronic delivery
- BV8 – the percentage of invoices paid within 30 days
- BV16a – the percentage of employees declaring they were disabled
- BV2b – the Council's duty to promote race equality

**Internal Audit – Annual Report on Progress in 2004/05** – The Commission considered the 2004/05 Annual Internal Audit Plan and the progress that had been made.

### 13 SEPTEMBER 2005

**Performance Eye** – The Commission considered a report on Performance Eye and asked officers to investigate different methods of displaying results for data that was not produced quarterly, such as exam results.

**Disposal of land in the vicinity of the Baseball Ground** – The Commission considered a report on the disposal of land in the vicinity of the Baseball Ground and asked how the proposals had been publicised.

**Corporate Asset Management Plan** – Members received a report on the Asset Management Plan and raised questions regarding the content of the Plan.

**Section 106 Agreements** – The Commission noted a report of the Co-Ordination Officer on Section 106 Agreements.

**Overview and Scrutiny Training** – The Commission noted that an Overview and Scrutiny Training Package had been developed and was available to all of Members.

**Work Plan 2005/06** – The Commission decided to delay the proposed review of Overview and Scrutiny until the management structure for integrating

Children's Services was in place.

Members suggested some possible work plan topics for the Commission and agreed to indicate their preferences to the Co-ordination Officer.

### 31 OCTOBER 2005

**Call-In** – The Call-in of St Helen's House and Prioritisation of Heritage Lottery Projects were considered at a Special Joint Meeting with the Culture and Prosperity Commission (see Section 6).

### 1 NOVEMBER 2005

**Petition – Inner Ring Road and Ancillary Works** – The Commission considered a petition from Derby Heart asking the Council not to proceed with the new Inner City Ring Road. Members resolved to not give the petition the Commission's support.

**Performance Eye** – The Commission noted that the Performance Indicators for the Scrutiny Management Commission had not altered significantly since the last meeting. It was noted that officers were considering how to produce the information for quarterly reports in a more meaningful way.

**External Scrutiny** – The Commission considered a report on external scrutiny and appointed a Sub Group to look at the proposals for the merger of local Police Forces.

**Scrutiny in Practice Conference** – The Commission received a report on the very successful Scrutiny in Practice Conference that had been held in September 2005.

**Review of the requirement to control Mercury Emissions from Markeaton Crematorium** – The Commission approved the Planning and Environment Commission's proposed review.

**Review of Energy Use By Derby City Council** – The Commission approved the Planning and Environment Commission's proposed review.

### 13 DECEMBER 2005

**Derby Marketing** – The Commission resolved to note the report and requested future updates on the marketing of Derby.

**Gershon Update** – The Commission received an information pack and resolved to refer the matter to all Overview and Scrutiny Commissions for consideration.

**Meetings with Individual Members of the Council Cabinet** – The Commission received a report from the Director of Corporate Services outlining the proposed arrangements for meetings with individual members of Council Cabinet. The Commission resolved to ask the Chair and Vice Chair of the Scrutiny Management Commission to meet with the Leader and Deputy Leader to discuss the comments and concerns of Commission members.

**Performance Eye** – The Commission noted that the Performance Eye indicators had not altered significantly since they were examined at the last meeting.

**A Vision for Ageing** – The Commission welcomed the report from the Cabinet member for Adult Services.

**Reviewing the Council's Vision, Objectives and Priorities** – The Commission received a report from the Cabinet member for Corporate Policy on the Council's Vision, Objectives and Priorities for 2006/09 and resolved to note the report.

**Review of Council Tax Income/Expenditure** – The Commission considered a scoping report on a possible review of Council Tax income/Expenditure and resolved to ask Councillors Higginbottom, Hickson/Smalley and Allen to form a sub group to take the review forward to the first stage.

**Proposals for the Merger of Local Police Forces** – The Commission resolved to refer its report to Council Cabinet with the following recommendation:

Having regard to the resolution of Council passed on 23 November 2005, the Scrutiny Management Commission recommends Council cabinet to:

- a) express the Council's support for the resolution made at the Association of Police Authorities Summit of Chairs and Chief Executives of Police Authorities on 7 December 2005 and,
- b) seek a solution that will secure effective policing for the city of Derby as the top priority

## **24 JANUARY 2006**

**Corporate Plan** – The Commission resolved to request that the Scrutiny Management Commission's recommendations be incorporated in the Corporate Plan and that a specific high level objective be developed to highlight the Council's commitment to economic growth in Derby.

**Revenue Budget 2006/07 to 2008/09** – The Commission received a report from the Director of Resources detailing the Council's proposals for the draft Revenue Budget and resolved to:

1. ask the Cabinet not to make the cut to the Overview and Scrutiny research budget of £24,000 as proposed in the draft Revenue Budget as this would send the wrong signal about the value of Overview and Scrutiny.
2. congratulate officers for providing detailed documents on the budgets enabling all Councillors to have the opportunity to input to the consultation process effectively.
3. thank Cabinet members for attending the Overview and Scrutiny Commissions during the consultation process.
4. ask Council Cabinet to consider the recommendations made about the draft Revenue Budget by the other five Overview and Scrutiny Commissions.

**Capital Budget 2006/7 to 2008/09** – The Commission received a report from the Director of Resources outlining the Council’s Capital Budget proposals for 2006/07 to 2008/09 and resolved to make no formal recommendations to Council Cabinet.

**Comments from the other Commissions on the Draft Revenue Budget** – the Commission received a report from the Director of Corporate and Adult Social Services detailing comments that had been made by the other Overview and Scrutiny Commissions during the consultation process and resolved to note the report.

**Meetings with individual Cabinet Members** – The Commission received a report from the Chair of the Scrutiny Management Commission on the revised proposals for meetings with individual Cabinet members. The Commission resolved to agree the recommendations in the report and to ask Council Cabinet to endorse them.

**Overview and Scrutiny Commission reviews** – The Commission resolved to approve:

1. the proposal by the Social Care and Health Commission to review the proposals for the reorganisation of the Derbyshire Primary Care Trusts
2. the proposal by the Culture and Prosperity Commission to conduct a review of Sponsorship and Fundraising to support the Arts and Events Programme in Derby

**Emergency Planning Progress Report** – The Commission received and noted the first quarterly update report on Emergency Planning procedures in Derby

**Police Force restructure** – The Commission noted the response of Council Cabinet to its report on the proposed restructure of the Police Forces.



## 3.2 Community Regeneration Commission



**Councillor Hilary Jones**  
Chair of the Commission



**Councillor Lisa Higginbottom**  
Vice Chair of the Commission

### ◆ Policy Development

The change in political control saw the two and a quarter year partnership of Cllrs Bayliss and Lowe as Chair and Vice Chair replaced by the new team of Cllrs Jones and Higginbottom.

The period covered by this Annual Report saw the Commission engaged with two topic reviews.

The early part of the year was spent completing the review on Community Involvement and Consultation. The terms of reference of this review were to consider:

- the effectiveness and inclusiveness of Council consultation methods
- how the outcomes of consultation are used to inform policy.

The resulting report was based on evidence given at traditional across-the-table interviews with witnesses and at two open forum meetings where a wide range of community and residents groups could share their experiences with the Commission.

The Foreword of the review report included the words: *'we see no need to go back to the drawing board or for a revolutionary approach – but our recommendations for evolution and improvements to present practices do need to be heeded if fuller coherence is to be achieved and duplication and [consultation] fatigue minimised'*.

The review report contained 13 recommendations and nine conclusions; the ninth conclusion was that *'Derby City Council policy makers have an appropriate understanding of the role of consultation and the extent it should guide decisions, giving weight to the result but not allowing it to override the need to*

*balance complex considerations’.*

Council Cabinet later asked the relevant Cabinet member to consider the Commission’s conclusions and recommendations and report back to future Council Cabinet and Commission meetings on how they could be implemented.

Before that changeover the 5 July meeting had seen unanimous agreement that Housing Allocations and Homelessness should be the Commission’s next topic review. The changed leadership - and membership - of the Commission were content to leave that decision undisturbed. This enabled a prompt start to be made.

The Commission’s own review was paralleled by a separate review organised by the management of the Housing Options Centre (HOC). During August 2005, nine out of ten Commission members attended one or more of the focus groups organised by HOC with a comprehensive range of stakeholders.

The Commission’s own review commenced on 22 September 2005 with a series of scene setting presentations given by HOC managers. After that, the autumn saw an intense series of evidence-gathering interviews with a broad range of witnesses. The evidence-gathering phase of the review that might normally have taken until March to undertake was compressed to enable the evidence gathering to be completed before Christmas. This was done at the request of HOC managers to align the review with the timetable of their parallel review.

On 19 December the Commission met to agree its draft conclusions and recommendations. These were shared with HOC managers and discussed at a meeting with them on 19 January 2006.

Subsequently the HOC’s draft allocation policy, together with a summary showing how account had been taken of the Commission’s views, was shared with the Commission. At the time of writing of the Annual report a further joint meeting had been arranged to seek clarification and some assurances, and to fine-tune to the HOC proposals.



In the early part of 2006 it was necessary to arrange two additional Commission meetings. One of these was needed to give focussed attention to the revenue budget and the other to discuss the new Area and Neighbourhood Agenda. The latter meeting was open to all Councillors and was attended by over half the Council.



Also worthy of particular note was scrutiny of the proposed Green Lane Assessment Centre which resulted in the Commission supporting the proposal and giving advice - accepted by Cabinet - on the parameters of consultation. The Commission also concluded that the 'no inflation, no new organisations' proposal for awarding the Community Grants budget was the best in the circumstances but voiced concerns about the operation of the scheme.

Having considered evidence on the closure of several Derby Homes local offices the Commission reluctantly supported the proposal but requested that the practical consequences of the decision for the tenants affected was tracked.

The Scrutiny process affords local authorities a better 'memory' than the previous committee system and the Commission have continued to track progress in the Benefits section by receiving regular reports. This process was introduced in December 2002.

The computer-based Performance Eye system allows a wide range of performance targets to be monitored. Performance Eye is a standing item on the Commission's agenda and members have held a series of focussed interviews on different service areas, concentrating on areas of weaker performance. The quarterly reports allow performance commentaries to be tracked back so that members can see whether earlier actions proved sufficient to improve underperformance.

The Commission had always asked for periodic updates on the implementation of previous topic reviews. This has now been regularised by a decision to request that an annual update on all previous reviews should be provided to an early autumn meeting of the Commission. The autumn update report should identify situations where inadequate resources have been an impediment to progress, and the Commission can then lobby Cabinet at time when it is possible to influence the following year's budget.

The term retrospective scrutiny or retro-scrutiny has entered the Commission's lexicon. It was a product of the Review of Scrutiny and met a wish to look at how previous Cabinet decisions have actually worked out in practice.

On the suggestion of members, the Commission has considered the effect of the decision in early 2004 in respect of the Citizens' Advice Bureau grant and also the development of the city-wide credit union – the latter being a recommendation in the Commission's own 2002 'Report 1362'.

#### ◆ **Items Scrutinised by the Commission**

## 10 May 2005

**Redevelopment of the Derbyshire Blocks, Arnhern Terrace, Spondon** - a report was considered which set out the options being investigated for the redevelopment of the 'Derbyshire Blocks'. The Commission requested that the proposals be implemented as a matter of urgency.

**Implementation of Previous Topic Reviews** – the Commission considered a progress report on the implementation of the Social Inclusion and the Physical Environment Topic Review. It resolved to recommend to Council Cabinet that it ensures swifter progress be made:

- a) generally on implementing those recommendations within the direct control of the Council and
- b) specifically in connection with enhancing land stewardship to improve the visual appeal of buildings and land.

**Community Grants Budget Review** – the Commission considered the Community Grant Budget Review and the proposed changes to the criteria.

**Derby Homes' Performance Monitoring** – a report was received regarding the Derby Homes' Performance Monitoring for the third quarter of 2004/05.

**Performance Eye** – the Commission received an oral update from the co-ordination officer on Performance Eye.

**Topic Reviews for 2005/06** – the Commission received a report on topic reviews for 2005/06. Four options had been put forward which were detailed in the report.

**Derbyloans** – the Commission considered a minute extract which stated that Council Cabinet had agreed to respond to the Commission's earlier recommendations, to include a financial evaluation of Derbyloans.

**Draft Crime and Disorder and Young People Action Plan** – the Commission considered a report on the draft Crime and Disorder and Young People Action Plan.

## 5 July 2005

**Co-option of Members of the Commission** – The Commission recommended to Council to re-appoint Canon Donald MacDonald and Mr Syed Kazmi as co-opted members of the Community Regeneration Commission.

**Area Panel Funding** – A report was considered which looked at amending the criteria for Area Panel funding in light of recent concerns. The Commission resolved to not make any recommendation on this matter to Council Cabinet but instead to refer the report to the area panel review and recommend that the funding on luncheon clubs and repeat events should be considered as well.

**Disposal of Land at Leytonstone Drive, Mackworth** – The Commission considered a report on disposal of land at Leytonstone Drive, Mackworth.

**Britannia Court Redevelopment** – A report on the redevelopment of Britannia Court was considered. The Commission was told that proposed demolition and redevelopment would enable an attractive new development to be achieved.

**Redevelopment of the ‘Isle of Wight Blocks’** Branksome Avenue/Durley Close Alvaston – The Commission also considered a report on the redevelopment of the ‘Isle of Wight Blocks’ in Alvaston which detailed four options that were being considered.

**Osmaston and Allenton Proposed Neighbourhood Base Hubs** – The Commission considered the proposed Osmaston and Allenton Neighbourhood Base Hubs.

**Developing the use of Performance Eye** – The Commission resolved:

1. to consider Performance Eye reports at each meeting
2. to select at pre meetings which indicators to examine at the next meeting and to invite the relevant officers to that meeting, and
3. to ask the Director of Policy to send the ‘empty houses’ list to all Ward Councillors and ask them to check the list is up to date for their area.

**Overview and Scrutiny Objectives and Work Planning for 2005/06** – The Commission resolved to select “Review of the Housing Allocations Policy” as the Commission’s next review topic.

**Community Involvement and Consultation** – The Commission approved the draft report and referred it to Council Cabinet.

**Community Grants Budget Review** – The Commission considered a minute extract from Council Cabinet on Community Grants Budget. It was reported that the recommendation made by the Commission on this had been adopted.

**Market Testing Housing Responsive Maintenance Work** – the Commission considered a report on Market Testing Housing Responsive Maintenance Work as it was evident that there would be interest from several national organisations.

**Derby Homes’ Performance Monitoring**– The Commission considered Derby Homes’ Performance Monitoring for the fourth quarter of 2004/05

**Framework and Process for preparing the Community Strategy 2006-09** – The Commission considered the process for preparing the Community Strategy 2006-09.

**Social Inclusion and the Physical Environment** – Implementation Progress Report – The Commission considered a report by Council Cabinet which gave details of progress made in implementing the recommendations of the Commission following the topic review on Social Inclusion and the Physical Environment.

**Derbyloans** – Response to Community Regeneration Commission Report – The Commission considered a minute extract from Council Cabinet on Council Support for Derbyloans which was being actively pursued and was told that a full response would be brought to Council Cabinet when investigations into potential funding streams were concluded.

#### **20 September 2005**

**Performance Eye** – The Commission received a presentation on the Performance Eye computer programme and then considered the Housing and Council Tax Benefits Performance Indicators including the Housing and Council Tax Benefit Service Quarterly Report.

**Topic Review Update** – The Commission considered and approved a scoping report on its Housing Allocations Policy and Homelessness Topic Review.

**Private Sector Housing Renewal Programme** – The Commission considered the Private Sector Housing Renewal Programme and expressed support for the proposed action.

**Derbyloans – Response to Community Regeneration Commission Report** – The Commission received an update report on the funding of Derbyloans.

#### **25 October 2005**

**Community Policy Division** – The Commission considered a presentation from Isabella Stone – Assistant Director – Community Policy, regarding the work of the Community Policy Division of Derby City Council. The Commission also considered a report on the Division's Business Plan for 2005/06.

**Neighbourhood Policing** – the Commission considered a presentation from Councillor Bayliss, Cabinet Member for Community Services, Regeneration and E-Government on the proposals for neighbourhood policing and resolved to support the proposed new boundaries for neighbourhood policing as long as the boundaries can be reviewed in future.

**Previous Topic Reviews** – The Commission considered the annual progress report on previous topic reviews.

- On Report 1362: Community based Finance Institutions – Derbyloans, the Commission welcomed the update report on developments relating to Council support for Derbyloans and the prospect in the near future of a positive recommendation being

presented to Cabinet on the matter of making an assessed, prudential loan to Derbyloans. The Commission recommended that the Council Cabinet encourage private and public sectors to financially back Derbyloans' development.

- On Social Inclusion and the Physical Environment The Commission resolved to receive an update when the Central Government's Cleaner, Greener Strategy Agenda became clearer.
- The Commission also considered a report regarding progress on the topic review on Crime and Disorder and Young People.

**Overview and Scrutiny Objectives and Work Planning** – The Commission resolved to continue to concentrate on the Allocations Policy review and to consider after Christmas a separate smaller review for the remainder of the municipal year.

**Current Topic Review Update** – The Commission received a report on the current topic review which detailed the progress made so far.

**Performance Eye** – The Commission considered a report on Performance Eye which gave information on BV198 – the percentage change in the number of problem drug users accessing treatment services. The Commission resolved to welcome the substantial progress made since the its 2003/04 report Crime and Disorder and Young People and to request that a letter congratulating the Partnership staff be sent by the Co-ordination officer on behalf of the Commission

**Derby Homes' Performance Monitoring Quarter 1 2005/06** – The Commission considered a report which examined the performance of Derby Homes during the period 1 April to 30 June 2005.

## **6 December 2005**

**Housing Allocations Policy and Homelessness** – Evidence Gathering – The Commission considered a presentation from the Northern Counties Housing Association regarding the "Three Streams" approach adopted by housing allocations.

**Housing in Multiple Occupation Fee Structure** – The Commission also considered a presentation on the Housing in Multiple Occupation (HMO) – Fee Structure which stemmed from the Housing Act 2004. Members were told that the city had approximately 3,200 HMO's with 400-500 requiring a license under the new scheme.

**Housing and Council Tax Benefit Service** – The Commission considered the Quarterly Performance for the Housing and Council Tax Benefit Service. The report gave details of current performance including where the service had improved and how earlier suggestions by the Commission had helped to improve the service offered. The Commission considered the action plan developed by the Housing and Council Tax Benefit Service in June 2005 to improve the time it took the service to process benefit claims for customers.

**Green Lane Centre** – The Commission considered the proposed Green Lane Centre and, in light of the evidence contained in the report resolved to inform Council Cabinet that it welcomed the project as a whole.

**Community Involvement and Consultation** – The Commission received a Cabinet response on its Community Involvement and Consultation topic review.

#### **10 January 2006**

**Community Grants Budget 2006/07** – the Commission recommended Council Cabinet:

- i) approve and adopt the grant proposals as the best course of action in the current circumstances, this was because they would preserve the status quo for key partner organisations
- ii) should a points system be considered as a key component in decision making for future grant allocation, this should be made clear to organisations ahead of their applications being submitted.

The Commission also identified a number of concerns about this scheme, which in practice excluded new applicants from receiving awards. Members agreed that they might later conduct a review on the topic.

**Derby Homes Delivery Plan 2005/06** – the Commission: recommended that being ‘Family Friendly’ be added into service standards for Local Offices. Members welcomed the item on New Build and decided to take account of the Delivery Plan in the current topic review.

**Housing Rents and Services Charges 2006/07 Consultation** - the Commission considered proposals for Housing Rents and Service Charges for 2006/7, noted the report and welcomed a proposed Service Charges Review.

**Current Topic Review Update** - a document containing draft conclusions and recommendations was circulated ahead of a meeting with Housing Options Centre Managers on 19 January 2006.



**Housing Revenue Account Business Plan** – The Commission considered a report which set out the financial position of the HRA in the current year and projected the position forward using a series of assumptions about future funding levels. The report showed that the financial position was satisfactory in the short term, but that funding in the long term, beyond 2012 could be more problematic. The Commission decided to ask an appropriate officer from Derbyshire Local Government Pension Scheme to attend a future meeting to explain about the pensions aspects of the Business Plan.

**Performance Eye** - The Commission interviewed Phil Davies, Chief Executive of Derby Homes, regarding the indicators BV211b and BV66b.

**Derby Homes – Evictions and Write Offs** - The Commission considered a report on Derby Homes Evictions and Write Offs, which gave details of the levels of arrears, court cases and evictions over the last 7 years. A private collection agency was used to try and trace debtors. The Commission resolved to request further information on the costs of using a collection agency compared to the amount recovered.

#### **19 January 2006**

**Derby Homes Service Access Review Proposed Closure of Local Housing Offices** - The Commission considered the proposed closure of three Local Housing Offices and was informed that Derby Homes were carrying out further consultations on the closure of three more offices. It resolved to:

- i) reluctantly accept the proposed closure of the first three offices,
- ii) consider further information on current and planned outreach work,
- iii) seek monitoring of the effect on users of the closed offices
- iv) request that this information be taken in to consideration when the decision is taken on the other offices being considered for closure.

**Draft Revenue Budget 2006/7** - The Commission received a presentation on the Draft Revenue Budget and asked questions. It then

- i) noted that some members had raised concerns, requested that Cabinet consult it on the best ways of using unallocated public priority funding and keep it informed of the replacement for NEAT.

#### **14 February 2006**

**Derby's Community Strategy 2006-2009, the 2020 Vision** - The Commission considered the draft Community Strategy 2006-2009, the 2020 Vision.

It recommended that Council Cabinet amend the strategy to make it more inclusive of the whole city and requested future reports on the analysis that had been done on comparing deprived areas and more affluent areas of the city and on the Action Plans for the Community Strategy.

**A Co-ordinated Prostitution Strategy** - The Commission received a presentation on the Home Office proposals on a Coordinated Prostitution Strategy and considered the effect they would have on Derby. The presentation also outlined the recent work of the Community Safety Partnership in dealing with prostitution within Derby.

**Housing Capital Programme** - The Commission noted a report on the Housing Capital Programme for 2006/07 – 2008/09.

**Performance Eye** - The Commission considered the Performance Eye statistics for the third quarter of 2005/06 and received a presentation on performance indicators BV79(a), BV79(b)(i) and BV79(b)(ii) relating to benefits administration.

**Retrospective Scrutiny** - The Commission resolved to undertake retrospective scrutiny on i) the impact on Derby's Citizen's Advice Bureau of the Community Grants Budget award for 2004/05 and ii) the development of Derby City Credit Union, following the 2002 'Report 1362: Community Based Finance Institutions'.

**Cabinet Feedback** - The Commission noted minute extracts showing that the Community Services, Regeneration and E-Government Cabinet Member had agreed the Commission's recommendations regarding Safer Neighbourhood Policing Boundaries and regarding Derbyloans.

#### **27 February 2006**

**Developing the Area and Neighbourhood Agenda in Derby** - The Commission received a presentation from Sharon Squires, Director of the Community Safety Partnership on developing the Area and Neighbourhood Agenda in order to empower local people in order that they could influence and, where appropriate, design and commission service provision for their local area or neighbourhood.

#### **21 March 2006**

**Derby Citizens Advice Bureau (CAB) – Revenue Funding Decision for 2004/05** – The Commission undertook retrospective scrutiny of the impact on the organisation of the Community Grant Award for 2004/05 and interviewed the CAB's Chair and Chief Executive.

**Development of Derby City Credit Union** - The Commission undertook retrospective scrutiny of the development of Derby City Credit Union and interviewed the organisation's Chief Executive.

**Supporting People Budget – Action Plan Update** – The Commission noted an update report on the Supporting People Budget.

**Housing in Multiple Occupation Mandatory Licensing – Fee**

**Setting** – Members scrutinised the proposed fee structure for the mandatory licensing of Houses in Multiple Occupation.

**Developing the Area and Neighbourhood Agenda in Derby** – Members discussed the evidence given at the 27 February meeting and how the Commission could track the development of the initiative.

**Performance Eye - performance tracking 2006/07** – the Commission held a dialogue with officers responsible for the Performance Eye system about the indicators to be used for 2006/07, including local targets arising from the Local Area Agreement and Community Strategy.

**Housing Revenue Account – Pension Aspects of the Business**

**Plan** – Members considered questions to pose about Derbyshire County Council Local Government Pension Scheme with regard to staff working for Derby Homes.

**Derby Homes Service Access Review Proposed Closure of**

**Local Housing Offices** – The Commission noted a minute extract showing the Leader of the Council had confirmed the decision to close three Local Housing Offices.



### 3.3 Culture and Prosperity Commission



**Councillor Joan Travis**  
Chair of the Commission



**Councillor Barbara Jackson**  
Vice Chair of the Commission

#### ◆ Policy Development

The first Culture and Prosperity Commission meeting of the 2005/06 Municipal Year was chaired by Councillor Repton. However, following a bye-election in July 2005, the political administration of the Council changed and for the remainder of the 2005/06 Municipal Year Councillor Travis was Chair of the Commission.

The workplan for 2005/06 was discussed by the Culture and Prosperity Commission at its first meeting in June 2005. At that meeting the Commission identified Derby Markets and the impact of the Westfield Development as subjects for possible work plan topic reviews.

Presentations on these topics were made to the Commission's meeting on 26 September 2005 by the Council's Markets Officer and by the Managing Director of Cityscape, and the Council's Head of City Development and Tourism. However, having received the presentations, the Commission resolved not to proceed with a review of either of these topics and at the suggestion of a Commission member asked the Co-ordination Officer to prepare a scoping report on a review of the City's allotment gardens.

A scoping report, and a supplementary document setting out possible options for a review of allotment gardens, was prepared for the Commission's meeting on 31 October 2005. In addition to this, the Chair, Vice Chair and a Co-ordination Officer met with Professor Crouch of Derby University to explore the possibility of a review aimed at developing a 'tourist trail' that would link significant buildings in the northern part of the City. A report on this proposal was also prepared for the Commission's meeting on 31 October 2005.



During the past year the members of the Culture and Prosperity Commission have taken particular interest in the development of the QUAD project that will provide the City's new arts and media centre. For several Commission members this interest has included not only the contribution of QUAD to the cultural life of the City, but also the prosperity issues associated with the energy costs of the centre and the ways in which QUAD will be funded and powered. The Cabinet Member for Leisure and Cultural Services was therefore invited to attend the meeting on 31 October when the intention was for the Commission to seek information about the funding of QUAD, on the likely costs of operating it, and on the likely cost and benefits of

the green energy measures that had been considered in the early stages of the project.

Unfortunately, due to the Special Joint Meeting with the Scrutiny Management Commission to consider Call-in of St Helen's House and Prioritisation of Heritage Lottery Projects, the Commission's meeting on 31 October had to be postponed. Consequently the meeting with the Cabinet member on QUAD had to be deferred to a separate meeting of the Commission on 15 November, and other arrangements had to be made for the Commission to consider the two scoping reports.

At the meeting with the Cabinet member on 15 November there was discussion of two areas which had been part of the original design features of QUAD. These were the use of photovoltaic cells to generate electricity and the inclusion in the design of a borehole to provide a geothermal heat source.

The Council Cabinet Member agreed that it would be desirable for the greenest options to be included in the project but pointed out that the capital costs of such measures were significant and told the Commission that there was insufficient finance to incorporate these measures into the design of the QUAD building. The Cabinet Member did however agree to ask officers to investigate a range of options for providing green energy to the QUAD building. The Cabinet member subsequently reported that the Carbon Trust had been asked to carry out a study to determine whether any changes could be made to the heating system of the QUAD building that would yield medium to long term savings in terms of energy and cost. However he emphasised that any proposals could not be allowed to delay the sign-off of the designs and the subsequent tendering process.



Some Commission members continue to have major concerns about the future cost of providing energy to the QUAD building and about the impact of rising energy costs on the prosperity of the City. Consequently they have welcomed the Planning and Environment Commission's review of energy use by the Council. They hope that the findings of the review will be adopted by Council Cabinet and that this in turn will result in a Council-wide policy to encourage the use of green energy and the installation of alternative energy

sources in Derby. They urge that such a policy is applied wherever possible and particularly in new 'flagship' buildings such as QUAD, and they hope that these buildings will ultimately become showcases for the City that demonstrate how energy use and costs can be effectively minimised.

In order to progress the Commission's workplan in November 2006 the Co-ordination Officer consulted electronically with members on the reports that had been prepared for the 31 October meeting of the Commission and asked for their views on the allotment garden and tourist trail topic reviews. There was a mixed response to this e-mail. Some members suggested that it would not be appropriate for Commission members to conduct a review of allotment gardens, others were in general agreement with the tourist trail idea and one member suggested an entirely new topic for review. It is also of note that the Council Cabinet had asked the Commission to consider carrying out a review on a specific aspect of Derby Markets, such as ways of encouraging younger people to use the markets.

At its meeting on 5 December 2005 the Vice Chair of the Commission put forward a suggestion that as its 2005/06 work plan topic the Commission should conduct a review to identify and investigate best practice methods of obtaining sponsorship for the Council's Arts Events programme. This was subsequently agreed and the Co-ordination Officer was asked to draft an appropriate scoping report.

It is intended that the review, which is work-in-progress at the time of writing the Annual Report, will investigate how the Council could improve the way in which it seeks sponsorship for Arts Events. As part of the review the Commission are holding evidence-gathering interviews with Arts Team officers, the Leicester Comedy Festival's Sponsorship Director, a member of Arts & Business and a Sponsorship Consultant employed by the Council in 2005. It is aimed to complete this review by June 2006.

## ◆ Items Scrutinised by the Commission

### 6 SEPTEMBER 2005

**Derby Markets** - The Commission considered a report on progress made against the 11 recommendations in the 2001 Best Value report on the Markets and recommended that:

- i) Council Cabinet find ways to reduce or recycle other waste materials produced by the markets,
- ii) all year round provision is made to compost the vegetable waste from market stalls,
- iii) external signage to Derby's markets be improved,
- iv) stall holders are discouraged from allowing goods to encroach into the aisles as this has a detrimental effect on the access to the market by disabled users.
- v) A programme should be developed to ensure minor maintenance is carried out more frequently. In the longer term consideration should be given to resurfacing work at the Cattle Market and the Wholesale Market and to re-wiring the Wholesale Market.

**Derby CityScape Masterplan** – The Commission received a presentation on the CityScape Masterplan.

**Work Plan for 2005/06** – The Commission discussed various topics and asked for a scoping report for a review into the city's allotments and to receive a presentation on library provision at a future meeting.

**Cycle England Bid** – The Commission received an information item about the Council's application to Cycle England to be a Cycling Demonstration Town. The Commission resolved to express its support for the bid.

**Performance Eye** - Councillor Troup was nominated as the Commission's Performance Eye Champion.

**Review of the Derwent Valley Mills World Heritage Site** - The Commission considered a minute extract from Council Cabinet in which the Commission was congratulated on an outstandingly thorough and helpful piece of work. The Council Cabinet approved the range of initiatives outlined in the report which were designed to better exploit Derby's World Heritage Site status in months and years to come.

### 31 OCTOBER 2005

**Call-In** - Due to consideration of the Call-In of St Helen's House and Prioritisation of Heritage Lottery Projects at a Special Joint Meeting with the Scrutiny Management Commission (see Section 6), items from this agenda were deferred until the Commission's meeting on 5 December 2005.



## 5 DECEMBER 2005

**QUAD Update** – The Commission received an update on the progress of the QUAD programme. It was noted that a contractor would be appointed in May 2006 and construction would begin in August 2006.

The Commission thanked the Council Cabinet Member for Leisure and Cultural Services for meeting with them on 15 November 2005 and for agreeing to ask officers to explore the possibility of incorporating more 'green' energy saving measures into the Quad building.

**The Future of Libraries** – The Head of Library Services presented a report from the Director of Development and Cultural Services following the failure of a Private Finance Initiative. The Commission noted that the Department for Culture Media and Sport (DCMS) had wished to make a landmark development of at least £20m. The largest library proposed in the Derby bid was for half this amount. The Commission also noted that an alternative Lottery funding stream focused on community and lifelong learning would be open to bids from June 2006.

**East Midlands Museums Hub** – The Commission were informed that Derby Museum and Art Gallery would receive £313k from the East Midlands Museum Hub, one of the nine English hubs. The 'hub' consists of Derby, Leicester, Nottingham, Leicestershire and Lincolnshire museum services.

**Performance Eye, BV170c** – The Commission received a presentation from the Head of Museums on the number of pupils visiting museums and galleries in organised school groups. It was noted that the Audit Commission allowed outreach groups to be included in the attendance figures.

**Workplan Topic** – The Commission considered a report from the Vice Chair, suggesting a review of sponsorship and fundraising in order to support the Arts Events programme in Derby. This was agreed and the Co-ordination officer was asked to prepare a draft scoping report.

**Responses of the Council Cabinet** – The Commission noted the following minute extracts from the 8 November 2005 Council Cabinet meeting:

- Report of Call-In 31 October 2005
- Best Value Review of Markets Update

## 23 JANUARY 2006

**Draft Revenue Budget 2006/07** – The Commission considered those aspects of the 2006/07 draft Revenue Budget that came within their remit. The Commission made five recommendations to Council Cabinet, which can be found in Section 5 together with the Council Cabinet's response.

A petition was presented by Friends of Derby Museums and Art Galleries Objecting to the proposed cuts to the Derby Museums budget. This was referred to Scrutiny Management Commission for consideration.

**Sports Centre Development** - Consideration of this item was deferred to a special meeting of the Commission on 20 February 2006.

**Workplan Topic Review** – The draft scoping report on the Commission's review of Sponsorship for Arts Events was approved.

## 20 FEBRUARY 2006

**Sports Centre Development** – The Commission noted a presentation from the Head of Sport and Leisure on the progress made on the Sport Facilities Development Plan. Councillor Dhindsa, Council Cabinet Member for Leisure and Cultural Services was also present.

The report set out the development plan which is structured around three possible options for investment; Basic Refurbishment, Adaptation and Remodelling, and Rebuild.

## 27 MARCH 2006

**Performance Eye** – A report was presented by the Performance Management Team, which included the indicators relevant to the Commission's portfolio. The Commission requested that all 13 indicators be displayed on the Performance Eye Scorecard and asked for a report detailing the local indicators to be made to a future meeting.

**QUAD Update** - The Commission received an update on the progress of the QUAD programme. It was noted that the construction contract would be awarded in April 2006, work would commence in October 2006 and that opening of the new building was planned April 2008. The landscaping around QUAD would be carried out in two phases. The Commission noted that the artistic programme was already being developed and linked with QUAD, the Format06 Photography festival and Under Scan, a video technology installation.

The Chair invited John Beardmore of the Carbon Trust to speak to the Commission with regard to a renewable energy assessment for the building. The Commission noted that as the project was now in Stage E this could not be carried out, but said that retro-fit options could be considered.

**World Heritage Site Review Update** – The Assistant Director for Culture presented a report on the progress made against the recommendations made following the Commission’s 2004/5 workplan topic. The Commission noted that significant progress had been made.

**Sponsorship Topic Review** – The Co-ordination Officer informed the Commission of dates arranged for the evidence gathering sessions.

**Response of the Council Cabinet** – The Commission noted a minute extract from the 21 February 2006 Council Cabinet meeting showing how the Commission’s views on the Revenue Budget and Council Tax setting had been taken into account.



## 3.4 Education Commission



**Councillor Anne MacDonald**  
Chair of the Commission



**Councillor Les Allen**  
Vice Chair of the Commission

### ◆ Policy Development

As with other political administrative structures of the Council, the Education Commission was also affected by the bye-election. Councillor Jones chaired the July meeting of the Education Commission and the chair then passed to Cllr MacDonald.

The following main areas of work were carried out by the Education Commission during the 2005/06 municipal year.

#### **Youth Service**

The Youth Service had been inspected by the Office for Standards in Education (England) (Ofsted) and was found to provide a service whose strengths clearly outweighed its weaknesses. At its July meeting the Commission considered the inspection report, together with the post inspection action plan that had been prepared to address its weaknesses,

In September, the Commission considered a summary of the Government Green Paper entitled Youth Matters. The Green Paper sought comments on the Government's proposal to reform the provision of services to young people in England through a range of measures that included developing 'opportunity cards' which will provide young people with discounts on a range of things to do and places to go. The Commission considered this to be a significant development that merited a response from Derby. In October 2005, the Commission held a special meeting at Derby Youth House to consider the issues raised by the Green Paper, and passed on its comments to the Cabinet Member for submission to the Government.

## Adult Education

Members learned that Derby College was considering reducing its adult learning provision in the city, a proposal which could potentially affect thousands of Derby learners.



They suspected that this reduction might be in response to the Learning and Skills Council's, (LSC), national Agenda for Change Programme.

The LSC's Agenda for Change proposed a programme of fundamental changes to the learning and skills sector which apply

to the whole post-16 sector. The programme included seven key areas for change. These were:

- **Skills for employers** – to increase the skills of the adult population and equip the businesses to compete with our international competitors and bridge the productivity gap
- **Quality** - to support improvements in quality among all providers and all subject areas
- **Funding** - to implement a radical shift in funding system and focus on the delivery of training and achieving outputs rather than on qualifications funding
- **Data** – to reduce the bureaucracy attached to current data collection procedures
- **Business excellence** – to encourage providers to focus on value for money and benchmarking against comparable organisations
- **Reputation** – to provide a clear vision for providers and enhance the reputation of the sector
- **Transformation** - to reduce LSCs staffing levels from 4700 to 3400 nationally and save £40m on management and running costs

The Commission resolved at its September meeting to review the likely impact of the LSC's Agenda for Change Programme to deliver post-16 education in Derby. The review mainly revolved around interviewing key witnesses. These included the Council's Adult Education Service and Lees Brook School to give a local provider's perspective, the Principal of Derby College, and the Acting Director of Derbyshire LSC.

The Commission produced its report largely based on the evidence obtained from the interviews and made ten recommendations to improve adult learning provision in the city. The Commission's report was presented to the Cabinet Member with

responsibility for Children's Services by the Chair of the Commission and a copy was sent to Acting Director of Derbyshire LSC for his comments.

## **Performance Monitoring**

All Commissions are encouraged by the Scrutiny Management Commission to regularly monitor the performance of areas within their respective remits. The majority of the Education Commission's Performance Eye indicators measure performance on an annual basis, such as Key Stage assessment results. This limits the Commission's scope for regular monitoring. Members therefore decided to look at ways of improving the scrutiny of performance management. They agreed that at each meeting they would examine a batch of indicators currently being monitored by the Children and Young People's Directorate and they they would consider the factors that contribute to the performance rather than merely look at the numbers. This approach should enable the Commission to have greater input and more influence in the annual performance of the service.

### **◆ Items Scrutinised by the Commission**

#### **July 2005**

**Adult learning** – The Commission received a presentation on the changes taking place in adult learning.

**Integrating Children's Services** - Members received a presentation that had recently been delivered to staff from all agencies and asked that further updates be brought to future meetings of the Commission.

**Developing the Use of Performance Eye** –The Commission appointed Councillor Higginbottom as its Performance Eye Champion and asked the Chair and Vice Chair to determine issues be discussed at full meetings.

**Inspection of the Youth Service** – The Commission considered a report on the inspection of the Youth Service that showed the service represented good value for money.

#### **19 September 2005**

**Integrating Children's Services** - The Commission received an update about progress on Integrating Children's Services.

**Youth Matters Green Paper** – The Commission considered a summary of the Green Paper proposals and resolved to arrange a separate meeting to consider a response to the Green Paper.

**Work Programme for 2005/6** – The Commission resolved to review the impact of the Learning and Skills Council's Agenda for Change Programme on learners in Derby as its principal topic for review and agreed to consider other topics and scrutiny reviews in the coming year.

**Monitoring Performance** - First Quarter 2005/6 - The Commission considered the Council's first quarter performance in service areas falling under the remit of the Commission.

**Overview and Scrutiny Training** - The Commission noted a report on the training available on Overview and Scrutiny matters.

**Primary School Place Planning** - Members were issued with details of the consultation carried out on the Primary School Place Planning Strategy.

**Re- designation of Derby's Special Schools** - The Commission considered the proposal to re-designate four of Derby's Special Schools.

**Re- Inspection of the Adult Learning Service** - The Commission considered a report on the Adult Learning Service that Council Cabinet had referred. The Adult Learning Service had been inspected again in May 2005 and found to be satisfactory or better across all areas of inspection.

#### **7 November 2005**

**Integrated Children's Services** - Members received an up-date on the integrated Children's Services agenda.

**Primary School Place Planning** - The Commission endorsed the area based approach for reviewing school place planning and reiterated its view that Council should undertake detailed consultation with parents on taking forward the strategy at local level and that it should make parent and community involvement a priority.

#### **19 December 2005**

**Integrating Children's Services** – Members received a further update on the Integrating Children's Services agenda. The provisional structure had now been agreed.



**Implications of the Schools White Paper for the Cities Policy and Practice on School Admissions, Exclusions and the Role of the Pupil Referral Unit (PRU)** – The Commission received a presentation on the Government’s Schools White Paper. The Commission asked for further updates as more detail is released and for the alternative White Paper by ‘Compass’ to be circulated to members.

**Development of Phase 2 Children’s Centres and Extended Schools** – The Commission received a report on the proposals and noted that consultation would begin in the New Year.

**Performance Monitoring** – Members considered a report for Derby schools on the Schools Performance in Key Stage Assessments for the academic years 2001 to 2005 which included a comparison with national levels.

**Revenue Budget 2006/7 to 2008/09** - Members considered the Council’s revenue budget that falls within the Education’s remit. Members were pleased to note that Ivy House and Normanton Infant and Junior Schools had received approval for the work to commence.

#### **6 March 2006**

**Integrating Children’s Services** – The Commission received an oral presentation from the Director for Children and Young People’s Services on the integration of Children’s Services. Members were also informed about the official opening of the Lighthouse Centre. Planning for the Centre had started eight years ago and had been funded by the PCT, Council and outside bodies.

**Children and Young People’s Plan** - The Commission considered a report that provided details of the Children and Young People’s Plan 2006-2008 and made suggestions for improvements to the Plan

**Capital Budget Scrutiny** - The Commission considered a report from the Corporate Director, Corporate and Adult Social Services and Deputy Chief Executive that detailed the draft Education Capital Budget 2006/07 to 2008/09.

**Performance Monitoring** - Members considered the 2005/06 third quarter performance indicators that fell within the remit of the Education Commission.

**Adult Learning Topic Review** - The Commission considered a report from members of the Commission that detailed a topic review of the impact of the Learning and Skills Council’s national Agenda for Change programme on Adult Learning in the City - the Commission interviewed a number of witnesses as part of the review and made 10 recommendations in the final report



### 3.5 Planning and Environment Commission



**Councillor John Ahern**  
Chair of the Commission



**Councillor Peter Berry**  
Vice Chair of the Commission

#### ◆ Policy Development

In May 2005 the Planning and Environment Commission completed the review of dog control and dog fouling enforcement that it had started in February 2005.



The draft report on the outcome of this review was presented to the Commission meeting on 5 September 2005 and the final report was agreed at the meeting on 17 October 2005. The Commission's report made two recommendations. In summary these were that the Council's Environmental Health and Trading Standards Division should:

1. Consider and consult on how the Council might use the Clean Neighbourhoods and Environment Act 2005 to deal with the problems of dog control and dog fouling.
2. Prepare a report on the financial and personnel implications of putting into effect the dog control provisions of the Clean Neighbourhoods and Environment Act 2005.

A copy of the report is available through the Scrutiny webpage on <http://www.derby.gov.uk/councilgovernmentdemocracy/councils/contactsconsultationAndFeedback/default.htm>

At its meeting on 5 September 2005 the Planning and Environment Commission considered a number of possible work plan topics for the coming year and after discussion decided to undertake a review of the use of energy by the City Council.



The decision to look at the Council's use of energy was prompted by members' concerns about climate change and about the increasing cost of energy and the possible impact that this might have on Derby. The interest of members in the possibility of developing sustainable sources of energy had also been whetted by a visit of council members to the West Beacon Energy Farm on 3 September 2005.

Recognising that the Council's use and the cost of energy was an issue of likely interest to all members of the Council, the Commission decided to invite members of the other Overview and Scrutiny Commissions to take part in the review. The offer was well received and members of the Culture and Prosperity, Education, and Scrutiny Management Commissions, as well as a Cabinet member, have regularly attended the evidence gathering sessions of this review. The objectives of the energy review were set out in the scoping report that was approved by the Commission at its meeting on 17 October 2005 and were to:

- a) to obtain information on likely future UK energy costs and any supply constraints and use this to assess the current impact and short/medium term implications of the Council's current energy policies and energy procurement arrangements.
- b) to examine the implications for the Council of any forthcoming legislation on energy/fuel use.
- c) to consider and where appropriate make recommendations on the actions that the City Council might take in order to:
  - i) Reduce its energy consumption and energy costs
  - ii) Minimise the effect of energy price increases or energy shortages on Council services and the City
  - iii) Increase its resilience to possible energy shortages
  - iv) Utilise alternative energy sources

As the first phase of the review the Commission engaged Professor Paul Fleming of De Montfort University to investigate security of supply and legislative issues associated with the Council's use of energy and to suggest ways whereby the Council might reduce energy use and its energy costs.

Professor Fleming reported the outcome of his investigation to a meeting of the Commission on 18 November 2005. As a consequence of his investigation Professor Fleming recommended that the Council:

1. Develop a comprehensive energy strategy, involving all the key players in the city to address ambitious energy reduction targets.
2. Establish guidelines for new developments that maximise both energy efficiency and renewable energy, with a target of a specific percentage for on-site renewable energy to be agreed for all developments.

3. Save cost through a combination of:
  - a. centralising existing utility billing procedures
  - b. more effective energy monitoring
  - c. investment in energy efficiency and renewable energy measures.

These recommendations were reported to the Council Cabinet member for the Environment and Direct Services at a meeting on 6 December 2006.

The second phase of the Commission's review included a series of evidence gathering meetings that were intended to investigate and assess the actions that the Council might take to reduce its use of energy and so minimise the impact of increasing energy costs. These meetings took place in January 2006 and were with representatives of the Centre for Sustainable Energy and the Carbon Trust.



It is planned to present the draft report on the outcomes of the Commission's review of the Council's use of energy to the Commission's meeting on 19 June 2006. The final version of the report and the Commission's recommendations will be reported to a subsequent meeting of Council Cabinet.

In addition to its review of the Council's use of energy, the Planning and Environment Commission has conducted a short review to investigate the ways in which the Council might respond to the Department of Environment, Food and Rural Affairs (DEFRA) requirement that by December 2012 50% of UK cremations must be subject to mercury abatement.

The review was carried out during October and November 2005 by a small working group consisting of three members of the Commission. The working group examined the requirements of the legislation and met with the Council's Cemeteries and Crematorium Manager and with representatives of the cremator manufacturers. The working group reported its findings to the Planning and Environment Commission's meeting on 21 November 2005 and its recommendations were subsequently reported to the Council Cabinet member on 6 December 2005. In summary the working group recommended that:

1. The City Council informs DEFRA before 1 June 2006 that it intends to abate mercury emissions from Markeaton Crematorium by 50% and that the abatement plant will be installed before the 2012 deadline.
2. The Council delays compliance with the DEFRA regulations for as long as is legally and practicably possible.
3. That cremation charges are increased by say £25/cremation from 2006, and that the money raised is ring-fenced so that it can be used in the future to offset the cost of the works that will be needed at the Crematorium and that the possibility of selling surplus land currently held for cemetery extensions,

which are unlikely to be needed, and the use of that money to off-set the cost of the works that will be needed at the Crematorium, is investigated.

4. The cost and practicality of equipping the existing cremators with mercury abatement plant, modifying the existing crematorium building to overcome the recognised deficiencies, and retaining the existing cremators until after 2012, is fully investigated and compared with the alternatives.

A copy of the report on the review of the ways in which the Council might respond to the DEFRA requirement will be available through the Scrutiny webpage.

### **Overview and Scrutiny members visit West Beacon Energy Farm**

On 3 September 2005 a mini-bus load of Overview and Scrutiny members visited West Beacon Farm in Leicestershire to see how Professor Tony Marmont, formerly the Managing Director of Carter's Gold Medal Soft Drinks, has turned a small Leicestershire farm into a showpiece for sustainable energy.



From the approach down a tree shaded track the farm appears nothing out of the ordinary, but with the enthusiastic guidance of Professor Marmont the Commission members quickly realised that nothing could be further from the truth. The estate has everything – two wind turbines, hydroelectric power from a purpose built lake and a small stream, solar cells, a heat pump, a low energy dwelling house, and electric vehicles and its own hydrogen generation plant, both powered by the green electricity generated on the site. Not only is the farm self sufficient so far as its own energy demands are concerned, it is also a net exporter of electricity to the National Grid. All the power sources are interconnected, so energy can be generated from whatever source is available and can be stored in different ways until needed.



The visit to West Beacon Energy Farm proved to be a true 'eye-opener' for the Commission members and was a deciding factor in the Planning and Environment

Commission's subsequent choice of its work plan topic for the coming year.

◆ **Items Scrutinised by the Commission**

**21 April 2005**

**Markeaton Park Toilets** – Councillor Redfern informed the Commission of an ongoing problem of anti-social behaviour at the toilets on Markeaton Park.

The Commission decided to await the outcome of an investigation by the police and Council officers and requested that a report be brought to a future meeting.

**Review of Dog Control and the Enforcement of the Dog Fouling Legislation** – The Commission interviewed Councillor Carr and Andrew Hopkin, Assistant Director Environmental Health and Trading Standards, as part of the evidence gathering process for the review of dog fouling.

**Update on Street Lighting PFI** – The Commission received an update on progress with the PFI bid.

**Local Transport Plan Workshop** – Members were informed that a workshop session had been arranged to enable the Commission to consider and comment upon the development of the Local Transport Plan.

**Land Adoption across Derby** – The Commission considered the issues relating to the adoption of land in the city and agreed to prepare a report for the Scrutiny Management Commission on the matter.

**Tree Management Policy** – The Commission resolved to ask Council Cabinet at the Commission meeting to be held on 2 June 2005 for a response to the recommendations contained in the Commission's report.

**Response of Council Cabinet to the Commission's Revenue Budget Recommendations** – The Commission resolved to thank Council Cabinet for their positive response to the Commission's budget recommendations.

**27 June 2005**

**Presentation by Council Cabinet Members** – The Commission received a presentation from the Cabinet Member for Planning, Transportation and Environment and the Cabinet Member for Personnel, Equalities and Direct Services.

**Presentation on the draft Statement of Community Involvement** - The Commission received a presentation on the draft Statement of Community Involvement.

**Home Energy Conservation Action Plan** – The Commission considered an update on the action plan drawn up in response to the Scrutiny report on Home Energy Conservation – How's Derby Doing?

**Developing the Use of Performance Eye** – The Commission agreed to monitor the performance information available through Performance Eye on its portfolio areas.

**Objectives and Work Planning for 2005/2006** – The Commission considered objectives and work planning for 2005/2006 including a list of topic suggestions received from members.

**First Draft of the Review of Enforcement of the Dog Fouling and Control Legislation** – Members considered the content of the report, the scope and format of the review and discussed changes they wished to make to the report.

**Response of the Council Cabinet to Reports by the Commission** – The Commission considered the response of the Council Cabinet to the review report on the Tree Management Policy.

**Matters Referred by the Council Cabinet** – The Commission received a presentation on the Waste Strategy and resolved to recommend to the Council Cabinet that consideration be given to the ways in which the public might be informed of the need for a residual waste disposal plant in the City.

#### **5 September 2005**

**Public Conveniences** – The Cabinet Member for... told the Commission that a proposal to close some public conveniences at night was being considered. The Commission asked if the appropriate officer would monitor the effect of the pilot closures and report back to a future meeting.

**Performance Eye** – The Commission was satisfied with the commentary which explained why Performance Eye indicators BV200a and BV82c were red and asked for a future presentation on the nine BVPIs associated with traffic accident casualties.

**Retrospective Scrutiny** – The Commission resolved to consider the decision to change the collection frequency of black bins as an item for retrospective scrutiny.

**Second Draft of the Dog Fouling Review** – The Commission considered and approved the second draft report of its review of Derby City Council's Enforcement of the Dog Fouling and Dog Control Legislation.

**Work Plan for 2005/2006** – The Commission considered a number of possible work plan topics and resolved to conduct a review of the possible ways of reducing the Council's energy consumption and its emission of Carbon Dioxide.

**Overview and Scrutiny Training** – Members were informed that six training modules on various aspects of Overview and Scrutiny had been prepared by the Co-ordination Team.



## 17 October 2005

**Retrospective Scrutiny** – The Commission considered the implications of alternate weekly black bin and brown bin collections and complaints that had been received from the public about maggot infestations.

**Consideration of Objections to A514 Weight Restrictions** – The Commission considered a report on the objections to the A514 weight restriction, and agreed to write to Derbyshire Constabulary requesting their cooperation in enforcing the weight restrictions and to the Highways Agency about signage on the A50.

**Promotion of the City's New Bus Services** – The Commission considered the actions being taken to promote the new bus routes and the changes to bus services that would be needed due to the closure of the bus station.

**Cycle Demonstration Town** – The Commission received a report advising that Derby had been shortlisted for possible support as a Cycle Demonstration Town.

**Nature Conservation Strategy and Sustainability Appraisal** – The Commission considered the draft revised Nature Conservation Strategy which is intended to protect and enhance the wildlife and geological heritage of the city and asked that a summary of the points in a simpler format be sent to schools.

**Control of Mercury Emissions from Crematoriums** – It was reported that the Council needed to comply with the Government's guidance on the abatement of mercury emissions from crematoria. The Commission decided to conduct a review to see how the Council might comply with the legislation and formed a working group to look at the issues in more detail.

**Proposed Review of Energy Use by Derby City Council** – The proposal to use consultants was discussed and the Commission agreed to engage Professor Paul Fleming of De Montfort University to carry out the work.

## 21 November 2005

**Performance Eye** – The Commission received a report on performance indicators BV99a(i) to BV99c(iii) – Road Accident Casualties.

**Review of Council's Energy Use** – The Commission considered a report prepared by De Montfort University which looked at energy costs, the security of supply and legislative issues associated with the use of energy in Derby. The Commission resolved to present an interim report on the findings to the Council Cabinet.

**Mercury Abatement at Markeaton Crematorium** – The Commission considered the report of the working group on the way in which the Council might comply with the DEFRA regulations for controlling emissions from Markeaton Crematorium and resolved to present the working group's final report to the Council Cabinet.

**Waste Strategy** – The Commission received an oral report on the Waste Strategy.

**Responses of the Council Cabinet to reports of the Commission** – The Commission considered the response of the Council Cabinet on the review of Dog Control/Dog Fouling and resolved to ask the Council Cabinet what action would be taken in response to the Commission's recommendations.

**16 January 2006**

**Consideration of the Council's Draft Revenue Budget** - The Commission made the following recommendations on the Draft Revenue Budget:

1. To recommend to Council Cabinet that cremation fees are increased by £25 in addition to the 2.25% above inflation increase that is proposed in paragraph 3.5.1 of the draft Revenue Budget document.
2. That the income derived from the £25 increase in cremation fees is ringfenced and used to off-set the cost of the mercury abatement equipment that the Council is required to install at the crematorium
3. To recommend that the report on the Council's use of energy, which was requested by the Council Cabinet member for Environment and Direct Services following her meeting on 6 December 2005 with the Planning and Environment Commission, is completed in time for its conclusions to be considered as part of the Council's 2006/07 Revenue Budget process.

**Outcome of the Commission's meeting on 6 December 2005 with the Council Cabinet Member** – The Commission resolved to note the report.

**Police and Highways Agency Responses to the Commission's letter concerning A514 weight restrictions** – The Commission resolved:

1. To write to the Police about their responsibility to police the roads and to raise concerns about the unsatisfactory response to the previous letter
2. To invite the Chief Inspector of Police and an Officer from Environmental Health and Trading Standards to the Commission's next meeting, based on the response to the above letter.

**27 February 2006**

**Performance Eye** – Members requested that a report on BV82(a) and BV82 a(ii), percentage and total tonnage of household waste that has been recycled, be provided to the March meeting of the Commission.

**Derby Declaration on Climate Change** – Members received the report

**Council Cabinet Forward Plan** – The Commission considered the Forward Plan for March 2006 and asked for reports on Winter Maintenance (Item 99/04) and Air Quality (Items 75/05 and 76/05) to be provided to the March meeting.

## 3.6 Social Care and Health Commission



**Councillor Evonne Berry**  
Chair of the Commission



**Councillor Robin Turner**  
Vice Chair of the Commission

### ◆ Policy Development

This Commission has the duty for providing scrutiny of local NHS health services as well as social care and this year in particular it has spent considerable amount of its time fulfilling this responsibility. It has scrutinised a number of important areas and conducted detailed reviews on pressing issues.

#### **Access to Dental Health**

Members were anxious that nationally some people were experiencing problems in accessing NHS dental health services and therefore wished to see how NHS dental services were being provided in the city.



Members received a presentation from Mr Ken Wragg, a Consultant in Dental Public Health, which gave an overview of the situation in the city. Members noted that there were significant differences in dental health in the city with disease in the western part of Derby being caught and treated whilst Central Derby had a high proportion of extractions.

It was stated that some sections of the community chose not to visit a dentist whilst others didn't have access to one. It was thought this would improve through the new commissioning of dental health services.

#### **Reconfiguration of GP Surgeries**

The new General Medical Services (GMS) contract gives GPs the freedom to develop their own management structures and determine the size of their

patients list. It also provides the opportunity for groups of GPs to co-locate to a large surgery and so expand the range of local services to meet local needs and, improve convenience and choice. This is the local PCT preferred model for delivering GP services.

Members were aware that a number of GPs in the city were retiring in the next few years, especially in the inner city areas and therefore invited the Director of Operations and Primary Care at the Central and Greater Derby PCTs to attend a meeting of the Commission and explain how this situation was being addressed. Members received a detailed presentation from Trish Thompson and Rosemary Stucky from Central and Greater Derby PCTs. The presentation covered the Trust's policy for reconfiguring GP surgeries and included details of the formal consultation process with the patients affected.

### **Reconfiguration of Mental Health Services**

During the preliminary investigation the Commission received a letter from two representatives of Derbyshire Voice, a voluntary sector organisation that promotes the interests of mental health service users and their carers. The letter expressed concerns that services were being withdrawn or changed by the Derbyshire Mental Health Services Trust without consultation with its service users. The letter also stated that discussions were being held and decisions taken by the Trust Board behind closed doors. The Commission was also contacted by the Chair of the Mental Health Trust Patient and Public Involvement (PPI) Forum expressing concerns about the lack of public consultation on changes to mental health services.

The Commission learnt that the Trust was experiencing severe financial pressures with up to £1.25m overspend in July and the Trust Board had indeed agreed to make changes to a number of schemes. The Chair and Vice Chair felt that these were significant changes and merited more detailed examination by the Commission.

The Commission held a special meeting in the Council Chamber to consider whether there had been substantial reconfiguration of services, and to assess the impact of changes on Derby residents and the extent to which the Trust has consulted the Commission and also the patients and the public. The meeting was attended by:

1. Mike Shewan – Chief Executive, Derbyshire Mental Health NHS Trust
2. Nina Ennis – Chief Executive, Derbyshire Dales and South Derbyshire Primary Care Trust and Chair of the Commissioning Group
3. Elaine Jackson, Chair, Mental Health Trust PPI Forum
4. Mick Walsh and Muriel Townley, representing the patient and public perspective
5. Mick Connell, Assistant Director, Derby City Social Services

On hearing the points from the key stakeholders, the Commission concluded that significant changes had been made to mental health services, although not all affected Derby residents. The Commission also learned that prior to the

decision by the Trust Board no consultations had taken place with the service users, staff or the overview and scrutiny committees of Derby City Council or Derbyshire County Council.

The Commission therefore recommended that the Derbyshire Mental Health NHS Trust should:

- establish an effective patient and public involvement strategy and present it to the Commission for consideration
- discuss any proposal for service change with the Social Care and Health Overview and Scrutiny Commission at an early stage in order to agree whether or not the proposal is considered to be substantial
- consult the Social Care and Health Overview and Scrutiny Commission on significant developments or variations in mental health services

The Commission's report and recommendation were presented to the Trust Board at their January meeting by the Chair and Vice Chair. The Board accepted the Commission's recommendation and thanked the Commission for a balanced review.

### **Reconfiguration of Primary Care Trusts in Derbyshire**

The Government is seeking to reconfigure the Primary Care Trusts (PCTs), the Strategic Health Authorities (SHAs) and the Ambulance Trusts to provide a patient led service and deliver at least 15% savings in management costs.

PCTs manage services such as those provided by doctors, dentists and pharmacists, the people patients would normally see when they have a health problem. They also commission (buy) services from hospitals and walk in centres. They work with local councils and other agencies that provide local health and social care to make sure they meet the health needs of residents in their area. As they are responsible for improving and protecting the health of the local community any reorganisation of PCTs may therefore have a major impact on the provision of local health services.

The Commission conducted a detailed review on two options put forward by the Trent Strategic Health Authority that would affect Derby. The options were either:

- two PCTs for Derbyshire, one PCT coterminous with the City Council boundary and one for the rest of the County; or
- one PCT for whole of Derbyshire

The review involved an intensive set of interviews with 33 key stakeholders ranging from Chief Executives and Chairs of the local health bodies to doctors and opticians and local and national politicians. The Commission also engaged a local consultant to conduct a public survey and establish residents' views on the two options. Questionnaires were sent to four thousand Derby citizens who were randomly selected from the postal address file (PAF). A total of 413

surveys were returned, making the results statistically significant at the 95% confidence level.



The Commission considered the financial arguments relating to the two options and also the proposals by the strategic health authorities in other areas with population sizes similar to Derby. After considering all the evidence the Commission recommended that there should be two PCTs in Derbyshire, one for Derby, with its boundary coterminous with that of the City Council, and the other covering the rest of Derbyshire.

The Council Cabinet considered the final report at its 16 March meeting, thanked the Commission for conducting an objective and balanced review, and fully supported the recommendations. The final report together with its recommendations was submitted to the Trent Strategic Health Authority, SHA, and Derby's case was presented to the SHA Board by the Council Cabinet Member with the responsibility for Adult Services. The decision of the SHA was that there should be two Derbyshire PCTs, as the Commission's review had recommended.

### **Review of Children's Services**

Members reviewed the terms of reference of this topic at their October meeting and sought greater focus on recruitment and retention of foster carers and social workers. Unfortunately due to having to spend more time on health scrutiny the Commission was unable to make as much progress it would have liked on this topic. Attempts were made to arrange visits to a number of authorities but were unsuccessful because, like Derby, they were engaged in responding to Children's Agenda's and did not have capacity to support a visit. It is intended that issue will be the priority review for the next Commission.

### **Statement from the Overview and Scrutiny Commission on local health bodies**

The Healthcare Commission is a national organisation that promotes improvement in the quality of healthcare and public health through independent assessment of the performance of those who provide NHS health services. It is responsible for reviewing the performance of each local NHS trust and for awarding an annual rating for that organisation. Last year the Healthcare Commission developed a new approach to assessing and reporting the annual performance of healthcare organisations. This involves measuring performance against core government standards which cover issues of concern to the public, patients and carers such as patient safety, patient focus and clinical effectiveness.

The new process requires NHS Trusts to make public declarations on the extent to which they meet the core standards. It also provides an opportunity for overview and scrutiny committees to make statements on the extent to which local health bodies meet the core standards. The Commission prepared its comments based on its scrutiny of health bodies for the draft statements made in October 2005 on the Central and Greater Derby Primary Care Trusts, Derby Hospitals NHS Foundation Trust, and the Derbyshire Mental Health Trust.

◆ **Items Scrutinised by the Commission During 2005/06**

<b>4 June 2005</b>
<p><b>Co-option of Members to the Commission</b> – The Commission recommended Council to re-appoint the four co-optees to the Commission.</p> <p><b>Modernising the Fostering Service</b> – The Commission considered draft proposals in relation to foster care allowances.</p> <p><b>Developing the Use of Performance Eye</b> – The Commission resolved that the Chair and Vice Chair decide which issues will be discussed at full meetings.</p> <p><b>Objectives and Work Planning for 2005/6</b> – The Commission resolved to continue the review of ‘Children Looked After’ services.</p> <p><b>Update from the Patient and Public Involvement Forum Members</b> – Members received a verbal update from Philip Johnston and Sir Michael Raymond on the activities on the Public and Patient Involvement Forums.</p>
<b>25 July 2005</b>
<p><b>NHS Dental Services</b> – The Commission received a presentation which gave an overview of dental health services locally and asked the Health Authority to consult the Commission on the fluoridation issue at the appropriate time.</p> <p><b>Complaints</b> – The Commission considered the Social Services Complaints and Representations annual report.</p> <p><b>NHS Travel Cost Scheme</b> – Members considered an advisory leaflet for patients that had been produced by the Health Trusts about the NHS Travel Cost Scheme.</p> <p><b>GP retirements</b> – The Commission considered the action being taken in response to a planned GP retirement.</p> <p><b>Performance Monitoring Fourth Quarter 2004/05</b> – The Commission resolved to monitor 20 of the Performance Assessment Framework Indicators each quarter.</p>

**Work Programme 2005/06** – Members agreed to prioritise the review of Children Looked After services, and as a second topic review Extra Care Villages – the alternative to traditional residential homes for elderly people .

**Update from the Patient and Public Involvement Forum Members** – The Commission received an oral update.

### 3 October 2005

**Planning for Change** – The Commission thanked representatives of the PCT for providing a detailed presentation on probable service changes.

**Performance Monitoring First Quarter 2005/06** – Members received a presentation on what the indicators represented and how they might usefully be utilised by the Commission.

**Review of Children Looked After Services** –The Commission agreed revised terms of reference.

**Updates from the Patient and Public Forums** – were given by co-opted members.

**Financial Implications of Abolishing Care Charges and Impact On Other Elements of the Service** – The Commission asked that the Director of Finance inform the Commission of any trends appearing in the new service in the Budget Review Report and requested a further report in six months time.

**Statement from the Commission to the Healthcare Commission on Health Bodies** – Agreed that the Chair and Vice-Chair produce a draft statement for circulation to the Commission.

### 28 November 2005

**Reconfiguration of Mental Health Services** –The Commission recommended that the Derbyshire Mental Health NHS Trust:

- i) establishes an effective patient and public involvement strategy and presents it to the Commission
- ii) discusses any proposal for service change with the Commission at an early stage in order **to agree whether or not the proposal is considered to be substantial.**

**Further Integration of Specialist Mental Health Services in Derbyshire** – Response from Consultation – The Commission requested that the numbers of Compulsory Admissions be monitored.



**Second Quarter Performance Monitoring** – The Commission received a report detailing the second quarter figures.

#### **16 January 2006**

**Revenue Budget Review** – The Commission considered the Draft Revenue Budget 2006/07 which detailed the implications for Adult Services. It resolved to ask the Cabinet to review the proposals to limit access to free Home Care services to elderly persons whose savings did not exceed £20,500 as the Commission did not feel that this represented a fair method of providing Home Care.

**Review of the Options for the Reorganisation of the Primary Care Trusts in Derby and Derbyshire** – The Commission was told that the Government was seeking to reconfigure PCTs, SHAs and Ambulance Trusts nationally so as to provide a patient led service and deliver at least 15% savings in management costs. There were effectively two options for the reconfiguration of the PCT's. These were to reduce the current eight Derbyshire PCT's to either:

- **two PCTs for Derbyshire, one PCT coterminous with the City Council boundary and one for the rest of the County; or**
- **one PCT for whole of Derbyshire**

The Commission resolved to undertake a detailed review of the options for Derby and use the Commission's research budget to conduct a public consultation exercise.

**Reconfiguration of GP Surgeries** – The Commission noted a report detailing the action being taken by the Central and Greater Derbyshire Primary Care Trusts in response to the planned retirement of Dr J M S Paul.

**Second Quarter Performance Monitoring** – The commission received a report detailing the second quarter performance monitoring information and noted that there was little change in the figures.

**Update from the Patients and Public Forums Members** – The Commission received an oral update

#### **27 February 2006**

**Derbyshire Mental Health Trust** – The Commission received a presentation from the Derbyshire Mental Health Trust on its approach to patient and public involvement which included examples based on services in the city.

**Best Value Review of Home Care** – the Commission considered and noted the Best Value Review report.

**Third Quarter Performance Monitoring 2005/06** – The commission received a report detailing the third quarter performance monitoring information.

**Children and Young People's Plan** – Local authorities are expected to produce an annual plan for delivering services to children and young people in their respective areas. The Commission considered the plan prepared by the Young People's Partnership.

### **3.7 Corporate Parenting Joint Sub Commission**

Derby has approximately 370 children looked after by the City Council placed in various settings such as foster care and Children's Homes. The Corporate Parenting Joint Sub Commission consists of members from the Education and Social Care and Health Commissions and is chaired by Councillor Anne MacDonald. The Sub Commission meets four times a year to consider issues that help make the Council a good corporate parent. To further its aim the Sub Commission routinely considers issues around the health and welfare, education, and accommodation of the young people in care. The Sub Commission also acts akin to the former Social Services Committee and considers reports under Regulation 33 of the Children's Housing Regulations 2001 and the Adoption Agency Regulations reports.

At each of its scheduled meeting the Sub Commission monitors a statistical information report on looked after children. This report provides the statistical evidence on the progress made towards meeting the Council's priorities of improving the prospects and life chances of children and young people. The report also covers information on the educational and health outcomes of the young people and the stability of placements and provides statistics on the employment and training of care leavers.

Government guidance requires Councils to put in place arrangements to meet the health needs of children looked after, to act as an advocate on their behalf and to ensure they receive the health services they need. The Sub Commission considered a progress report on the health promotion of children looked after and learnt that the Trent Strategic Health Authority was leading on the identifying and collecting key data on these children in the region. This will be helpful in comparing the health needs of Derby's looked after children with others in the region and in further improving their health.

Children looked after are often wrongly linked to crime and anti-social behaviour even though the vast majority of them behave sensibly and are not involved in these activities. The Commission considered a report on the work carried out by the Social Services Department and the Community Safety Partnership to prevent and reduce offending within this vulnerable and priority group.

Young people have a stake in our society and can make valuable contributions to the discussion to improve our community. They are also best placed to tell us of their needs and should be involved in planning their own care. The Commission considered a report from the Participation Officer on a range of activities to increase children/young people's involvement in local decision-making. This included the work being carried with the two reference groups, the 'Kids In Care In Kontrol' (KICK) group which is for young people aged 13 years and above, and the Connector group for children aged 12 years and below. Not only have these young people been involved in the development of their individual care plans but they have also assisted in the recruitment and selection of workers for the Advocacy project and have provided questions for recruitment of social workers.

◆ **Items Scrutinised by the Commission During 2005/06**

**27 APRIL 2005**

**The Education of Children Looked After (Gatsby Project)** – The Sub-Commission considered the progress of the Gatsby Project and requested that:

- i) further details of the study on children’s motivations be brought to a future meeting,
- ii) during the 2006/07 budget setting process priority be given to the educational needs of Children Looked After and
- iii) Council Cabinet explore other funding to meet the shortfall when the grant from the Gatsby Foundation expires in October 2006.

**Statistical Information on Children Looked After** – The Sub-Commission considered details of progress in improving children and young people’s prospects and the life chances for vulnerable and disadvantaged people and communities.

**Adoption Agency Report** – The Sub-Commission considered a yearly update on the Derby City Adoption Agency and asked for more information on the targets of the Adoption Agency.

**26 JULY 2005**

**Statistical Information on Children Looked After** – The Sub-Commission considered statistical information on children looked after.

**Fostering Service Report** – The Sub-Commission considered the Fostering Service and agreed to track key indicators of performance.

**Promoting the Health of Children Looked After** – The Sub-Commission considered a report on promoting the health of children looked after and agreed to consider the health of children looked after as a possible topic review for the Social Care and Health Commission.

**Reducing Offending by Children Looked After** – The Sub-Commission considered a joint report from the Director of Social Services and Director of Community Safety Partnership.

**6 SEPTEMBER 2005**

**Statistical Information on Children Looked After** – The Sub-Commission considered further statistical information.

**Participation and Consultation of Children and Young People** – The Sub-Commission considered a report that identified the work undertaken since October 2004.

**Inspection and Management Visits to Children's Homes** – The Sub-Commission noted that significant progress had been made at the Children's Homes.

#### **6 DECEMBER 2005**

**Statistical Information on Children Looked After** – The Sub-Commission considered further statistical information.

**Aspire – Leaving Care Service** – Members considered a report and a video presentation on Aspire, the leaving care service

**Future Work Programme** – Members considered items for future examination by the Commission

## **4. Public Involvement in Scrutiny**

Previous Annual Reports have referred to public involvement as being one of the keys to good scrutiny. This fully accords with two of the Centre for Public Scrutiny's (CfPS) four criteria for effective scrutiny. These are that it should:

- make an impact on the delivery of public services
- enable the voice and concerns of the public

Both of these criteria require public engagement to give the scrutiny process validity. For example, it would be meaningless to review on-street controlled parking in residential areas without finding out the views of the residents affected.

Involving the public is also relevant to the other two CfPS criteria which are . that it:

- is carried out by practitioners who own and lead the scrutiny role
- provides a 'critical friend' challenge

These criteria help the Council to demonstrate achievement of its own objective of being open, transparent and honest.

Public interest in the scrutiny process has so far been limited and except when a controversial decision such as the service cut backs to reduce overspends in the Mental Health Trust have been scrutinised, it has been rare for any member of the Derby public to attend a scheduled commission meeting or a focussed scrutiny or topic review meeting.

Attempts have however been made to engage the public in scrutiny. The views of members of the Derby public have been gathered in a number of ways. For example, as part of the review of the proposals for the merger of

the Derbyshire Constabulary with neighbouring forces, arrangements were made for the public to use the Council's website to indicate their preferred alternative. Action was also taken to obtain the views of the public on the proposals to restructure the Derbyshire Primary Care Trusts (PCTs), and for that review a survey of the views of 40000 Derby households was arranged. This resulted in a statistically valid response which influenced the Social Care and Health Commission's conclusions. In this review direct evidence was also taken from activists in the four Patient and Public Involvement Forums.

### **Local Democracy Week 2005**

In October 2005, the Overview and Scrutiny Coordination team organised and ran the 'Your City – Your Voice' event at which young people of Derby were given the opportunity to quiz Councillors on issues of concern to them.

The objectives of the event were to:

- Make City councillors aware of issues which are important to young people in Derby
- Give Derby's young people the opportunity to hear the views of their City councillors
- Provide young people in Derby with a 'democratic experience' where they could comment on and challenge the views of elected members.

Seven councillors, representing all of the Council's political parties took part in the event which was in the form of a panel game. The Councillors who took part faced questions posed by eight teams of Derby young people. The panel members were not told of the questions before the event. There were a series of rounds, with a different question for each round, and the member with the lowest score in each round was 'evicted' from the dias. At the end of the last round the teams voted for a winner from the two remaining Councillors.



The teams which took part in the event and included two from City's schools. The other entrants were teams from the Derby Youth Forum and young people's community groups in the city. At the end of the event a member of the Youth Parliament presented the winner, Councillor Evonne Berry with a certificate. The contribution of all the

councillors who took part was also recognised and a good time seems to have been had by all who were involved.

The two-hour event, which started at 5.30pm, was webcast using the Council Chamber's camera and sound system. Feedback in the form of a DVD recording was provided to all the teams that took part. All the teams said that they would take part if the Council was to organise a similar event in the

future.

Other comments included:  
“It was well organised and fun. There was a good amount of information sent out before hand and it was easy to talk through any concerns with the organisers”

“Good representation from political parties, good use of technology – webcast etc”

This event was one of the first uses of the webcasting facility by the co-ordination team. It should be possible to develop the approach as a method by which to engage the public in scrutiny. In the future it may be possible to invite the public to e-mail questions to a witness and to comment at the end of a session on the evidence that has been heard.



## 5. Budget Scrutiny Areas 2005/06

An important part of the annual Scrutiny cycle is the consideration during January of the draft Revenue and Capital Budget proposals. On the Revenue budget the Commissions put forward the recommendations shown below. These were submitted to Council Cabinet as one composite document. Most were noted by Cabinet. The boxed and shaded comments show the fuller responses and/or the final outcome when the Revenue Budget was approved Council on 1 March 2006. The Capital budget was submitted as a late item to the Scrutiny Management Commission meeting on 24 January 2006. The Commission decided not to make any recommendations on the Capital budget.

### Recommendations of the Scrutiny Management Commission on the draft Revenue Budget 2006/07-2008/09

#### Recommendation 1

The Scrutiny Management Commission recommends that the Overview and Scrutiny research budget is not reduced by £24k as is proposed in the draft Revenue Budget 2006/07-2008/09.

#### Reasons for the recommendation

Reducing the Overview and Scrutiny research budget would send the wrong signal about Overview and Scrutiny to the other parts of the Council.

**Cabinet response** The Commission budgets have had to be reviewed like all other budgets to deliver a low tax and protect front line services. This budget has consistently been underspent in previous years.

### **Recommendation 2**

The Scrutiny Management Commission recommends that Council Cabinet considers the recommendations made about the draft Revenue Budget 2006/07-2008/09 by the Overview and Scrutiny Commissions.

### **Reasons for the recommendations**

For the reasons given in the reports of the other Overview and Scrutiny Commissions.

### **Recommendation 3**

That Council Cabinet note the thanks offered by the Scrutiny Management Commission to the officers involved in the preparation of the budget documents.

### **Recommendation 4**

That Council Cabinet are informed that the Scrutiny Management Commission consider the presence of Council Cabinet members at the recent round of budget meetings to have been important to the budget process and that they also note that the presence of the Cabinet members was appreciated by members of the Scrutiny Management Commission.

### **Recommendations of the Community Regeneration Commission on the draft Revenue Budget 2006/07-2008/09**

**Recommendation 1:** To note that the Commission considered the draft Revenue budget and decided to make no specific recommendations, however some members had expressed concerns.

**Reasons for recommendation 1:** The Commission conducted a thorough interview with Cllr Bayliss and appropriate officers lasting over one hour. This covered the range of the Commission's portfolio and questions were posed, and responded to, on most aspects of proposed budget changes between 2005/06 and 06/07 (and subsequent years). When the Commission later deliberated on the budget proposals it became clear that any motion making specific comments would lead to a vote splitting the Commission along party lines. There was however a consensus regarding Recommendations 2 and 3.

**Recommendation 2:** That Cabinet subsequently inform the Commission about the replacement for the Derwent Neighbourhood Environmental Action



Team (NEAT), when the proposals are worked up but preferably before implementation, and how this might be rolled out to other parts of the City.

**Reasons for recommendation 2:** The Derwent 'NEAT' project funding expires in March 2006. The indicative budget for 2006/07, as approved at this time last year, had anticipated this being 'mainstreamed' from April 2006 and showed the figure £128k to enable that to happen. That sum is removed in this year's draft budget, meaning that the service will cease in its current form. Cllr Bayliss confirmed the intention (page 102 refers) of "developing and introducing new models for 'NEAT' within priority neighbourhoods". He had commented that the current 'Rolls-Royce' level of service could not be afforded. The Commission therefore wish to track how the replacement service is developed, funded and rolled out. The Commission's continued interest stems from its review *Social Inclusion and the Physical Environment*.

**Cabinet response** Agreed – the Council, DCP and Derwent are currently working together to design a replacement scheme to be delivered in each of the priority neighbourhoods.

**Recommendation 3:** After it has become clear whether/how much of the Public Priorities Fund can be released, that Cabinet give the Commission the opportunity to make suggestions about uses for the Fund in 2006/07.

**Reasons for recommendation 3:** paragraph 27 in the Overview (page 9) says the use of the Public Priorities Fund "will be determined in the final stages of the budget process" so only then can the available sum and any criteria be known. The Commission's members have tentative views about good uses for the Fund. When the amount/criteria are known, the Commission wishes to have a window of opportunity to influence the spending decisions. The next scheduled meeting will be 21 March 2006 but, if necessary, an earlier meeting could be held.

### **Recommendations of the Culture and Prosperity Commission on the draft Revenue Budget 2006/07-2008/09**

#### **Recommendation 1**

The Culture and Prosperity Commission urges Council Cabinet to review the spending cuts in the Museums Service that are proposed in the draft Revenue Budget.

#### **Reasons for recommendation 1**

The proposed cuts would send the wrong signals about the Council's commitment to providing a high quality Museum Service in Derby. The cuts might also result in a loss of external funding and affect the Council's future CPA rating.

Pickford's House is a popular attraction. There were 21,000 visitors in the past year and 19,000 of them were individual visitors, not organised groups. Instead of effectively closing Pickford's House to the general public and restricting access to the other museums, the Council should properly explore the ways of more actively promoting visits to its Museums and of generating additional income from the visitors.

The closure of visitor attractions in the City is contrary to the Council's stated intention to promote and market Derby. The suggested spending cuts in the Museums Service will not facilitate the work of Derby Marketing, which the budget proposes should be supported to the extent of £100k in 2006/07 and £200k in 2007/08.

**Initial Cabinet response** The Cabinet is reflecting on the feedback regarding the Museums Service and will finalise its views prior to Council on 1 March 2006. **Outcome** The proposed curtailments did not proceed.

## **Recommendation 2**

The Commission is in agreement with the budget proposal to hold arts grants at their cash level for 2005/06.

### **Reasons for recommendation 2**

The Commission recognises that this is a necessity arising from the current budget situation.

## **Recommendation 3**

The Commission supports the proposal to allocate £100k to Derby Marketing in 2006/07 and £200k in 2007/08.

### **Reasons for recommendation 3**

The Commission recognises the need to market and promote Derby and considers that this can best be done through an organisation such as Derby Marketing.

## **Recommendation 4**

The Commission recommends that some of the income resulting from the increased sales and revised pricing at the Assembly Rooms should be ring-fenced and itemised in subsequent budgets.

### **Reasons for the recommendation**

To enable some of the increased income generated to be used as appropriate by the Assembly Rooms.

**Cabinet response** Income generated from the success of the Assembly Room has consistently been reinvested in the service.

## **Recommendations of the Education Commission on the draft Revenue Budget 2006/07-2008/09**

### **Recommendation of the Education Commission**

The Education Commission, having concerns about a number of areas of the Education Budget, particularly relating to Adult Learning, the Gatsby Project and for English Speakers of Other Languages, recommended that there should be no cuts in the education budget.

### **Reasons for the recommendation**

1. The Adult Learning Service plays an important role in providing accredited and non-accredited learning services to adults in the city. A substantial element of the budget for accredited learning is provided by the Learning and Skills Council with the remainder of the course costs covered by fees. Costs for providing non-accredited learning courses are predominantly supported through fees charged to learners with support from the Council where appropriate. Members were concerned that cuts in the adult learning service would have an adverse impact on adult learning, particularly in the non-accredited learning provision. This could result in either or both a reduction in the number and types courses and higher fees for the learners. Members were concerned that non-accredited learning makes an important contribution to the quality of life for some of the vulnerable people in our society such as older people who often take up these types of learning provision.
2. The Gatsby Project has had a major impact in improving the education of children looked after by the City Council. Funding for the project from the Gatsby Foundation is coming to an end and members were concerned that if sufficient funds were not found to continue this excellent project by some means, possibly making it mainstream, it could have a detrimental affect on the future education of looked after children.
3. Members were informed that there will be reductions in the Ethnic Minority Achievement Grant and the Grant will be directed prescriptively in ways that do not entirely accord with Derby LEA's identified priorities. The affected schools are currently being consulted. Members were concerned that the reduction in grant and its prescribed use will impact on children who have English as a second language, particularly in areas of social deprivation.
4. Members welcomed comments from Councillor Dave Roberts, Deputy Leader of the Council, who apparently stated at the last Area Panel Five

meeting that there will be no cuts in education budgets.

**Cabinet response** The proposals avoid service reductions by reappportioning costs to utilise the growth in the central part of the Schools budget to offset the impact of the savings target in the LEA budget. Including the Dedicated Schools Grant, net spending on Education is increasing by 5.2% in 2006/7, with significant growth above inflation.

The final budget proposals have reassigned £21k of funding to protect the Gatsby Project.

The Adult Learning budget is dependent on funding from the Learning and Skills Council and changes reflect that body's decision to refocus provision on basic skills training. The budget for English Speakers of Other Languages is similarly sensitive to reductions in Ethnic Minority Achievement Grant. Both of these issues are outside of the Council's control.

### **Recommendations of the Planning and Environment Commission on the draft Revenue Budget 2006/07-2008/09**

#### **Recommendation 1**

The Planning and Environment Commission recommends:

- a) That cremation fees are increased by £25 in addition to the 2.25% above inflation increase that is proposed in paragraph 3.5.1 of the draft Revenue Budget document.
- b) That the income derived from the £25 increase in cremation fees is ring-fenced and used to off-set the cost of the mercury abatement equipment that the Council is required to install at the crematorium

#### **Reasons for Recommendation 1**

The Planning and Environment Commission is concerned that the draft Revenue budget document makes no mention of the actions that the Council will need to take to address the DEFRA requirement that by 31 December 2012, 50% of all cremations at existing crematoria are subject to mercury abatement.

In the report (November 2005) on its review of the ways in which the City Council might comply with the DEFRA requirement to control mercury emissions from Crematoria, the Commission, the Commission recommended:

*'That cremation charges are increased by say £25/cremation from 2006, and that the money raised is ring-fenced so that it can be used in the future to off-set the cost of the works that will be needed at the Crematorium'.*

The Commission considers that the Council's Revenue Budget report should

that account of this recommendation.

**Cabinet response** A separate report will [later] be prepared regarding the mercury abatement requirements during 2006/7 to consider what actions are appropriate.

## **Recommendation 2**

The Planning and Environment Commission recommends that the report on the Council's use of energy, which was requested by the Council Cabinet member for Environment and Direct Services following her meeting on 6 December 2005 with the Planning and Environment Commission, is completed in time for its conclusions to be considered as part of the Council's 2006/07 Revenue Budget process.

### **Reasons for Recommendation 2**

The review that the Planning and Environment Commission is carrying out into the Council's use of energy has highlighted the high current and future costs of energy and the implications that this will have for the Council. The review has also identified actions that the Council might take to reduce its energy costs. It is understood that the report requested by the Council Cabinet member will further examine this issue. The Commission considers that any cost saving measures identified in the report should be considered as part of the Council's 2006/07 Revenue Budget process.

**Cabinet response** The report is due to be completed prior to the start of the financial year, but not in time to consider impact on current budget. Any financial implications will be considered once the report is available.

## **Recommendations of the Social Care and Health Commission on the draft Revenue Budget 2006/07-2008/09**

The Social Care and Health Commission considered the draft budget report at its 16 January meeting.

### **Recommendation 1**

The Commission recommended that the Council Cabinet review its proposal to impose a capital limit in relation to the "self funders" as the Commission does not believe this is a fair method for setting home care charges.

### **Reasons for Recommendation 1**

The proposal to set a capital limit on home care charges at £21500, above which the users are expected to pay the charge for the service, was discussed at length by the Commission. Members had mixed views on this

issue. Some members felt that this was a reasonable limit whilst others wished to see the limit abolished altogether as it affected a relatively small number of users. Members also felt that the limit penalised people with savings above the limit and provided a disincentive to others to save in the future. Members queried the assertion that there will be no costs under the new system as there are costs attached to the means testing of benefits and collection of the charges albeit smaller than the current costs. The capital limit is also seen to be unfair on some users who may have to pay higher charges due to their high level needs and any savings would quickly disappear.

**Initial Cabinet response** The Cabinet will consider this issue prior to making its recommendation to Council on 1 March. **Outcome** The capital limit was not introduced.

## **Recommendation 2**

The Commission supported the proposed budget in relation to Children's Services and asked the Council Cabinet to continue with its aspirations to increase fostering allowance and bring them in line with comparator authorities.

### **Reasons for Recommendation 2**

The Council has a statutory duty to provide services to children that come into its care. This could be due to a variety of reasons and could have a significant impact on the budget for Children which can create volatility in Children's Services budgets. Members therefore supported the budget.

The cost of looking after children through in-house foster care is considerably lower than placing them with independent fostering agencies. Members noted that the Derby has increased its fostering allowance to bring it closer to the comparator authority averages and asked the Council Cabinet to continue with the aspirations to improve financial support to foster carers further.

Members were also disappointed at the loss of funding to the Gatsby Project but understood the financial pressures and were reassured to some extent by the statement by the Cabinet Member to pursue other options to try and keep some external funding.

## **6. Decisions 'Called In' by the Commission in 2005/06**

Under Rule OS33 of the Council's Constitution the Overview and Scrutiny Commissions can 'call-in' executive decisions that they consider have not been taken in accordance with the principles of decision making set out in Article 13 of the Constitution. These principles relate to:

- Proportionality (the decision must be proportional to the desired outcome)
- Due consultation and the taking of professional advice from officers
- Respect for human rights
- A presumption in favour of openness
- Clarity of aims and desired outcomes
- Keeping a record of what options were considered and giving the reasons for the options

Decisions may also be called-in where relevant issues do not appear to have been taken into consideration.

The decision may be 'called-in' by any three members of the Council and the relevant Commission must review the decision within ten working days of the 'call-in' notice being received.

If having considered the decision the Commission is still concerned about it, they may refer it back, with their recommendations, to Council Cabinet or full Council.

During the administrative year 2005/06 two executive decisions were called-in and considered. Details of the call-ins are set out below:

**Call-in considered by a Special Joint Meeting of the Scrutiny Management and Culture and Prosperity Commissions - 31 October 2005**

This call-in related to the decision made by Council Cabinet at its meeting on 18 October 2005 in respect of

- i. The Prioritisation of Heritage Lottery Projects in Derby
- ii. St Helen's House.

The stated grounds for the call-ins were that in taking the two decisions the Council Cabinet had breached the following principles of decision making:

- a) proportionality
- b) due consultation and the taking of professional advice from officers
- d) a presumption in favour of openness
- e) clarity of aims and desired outcomes
- f) a record of what options were considered and giving reasons for the decision

The Call-in was considered by members of the Scrutiny Management and the Culture and Prosperity Commissions.

After hearing the submissions from:

- the Councillors that called-in the decision,
- the Chair of the St Helen's House Trust,

- the Cabinet Member for Leisure and Cultural Services
- the Cabinet Member for Personnel, Performance Management and Economic Development,

the members of the two Commissions jointly considered whether the decisions of Council Cabinet had breached any of the principles set out in Rule OS33.

On the casting vote of the Chair, the Commissions upheld the reasons for the call-in and asked the Council Cabinet to reconsider their original decisions on the grounds that in taking the decisions they had breached principles (d), (e) and (f) of Rule OS33 of the Constitution.

The Council Cabinet reconsidered the called-in items at their meeting on 8 November 2005. The Council Cabinet Member for Personnel, Performance Management and Economic Development reported that following the Call-In, he had met with representatives of the St Helen's House Trust to agree an acceptable way forward. He asked the Council Cabinet to support his recommendation to underwrite any costs incurred by the Trust should St Helen's House be sold to another developer.

Council Cabinet resolved to:

1. Confirm the decisions of Council Cabinet made on 18 October 2005
2. Ask the Director of Corporate Services to prepare documentation confirming that, in the event of St Helens House being sold, the Council would underwrite costs incurred on the feasibility study carried out by the Trust up to a maximum of £50,000.

## **7. Overview and Scrutiny Training**

One of the objectives agreed by the Scrutiny Management Commission for 2005/06 was that Commissions should 'identify the skills needed by Chairs and Members and prepare training programmes to address any skill shortages'. In response, the Overview and Scrutiny Coordination Team developed a modular training package covering the following aspects of Overview and Scrutiny.

- a) Getting Started
- b) Conducting Reviews
- c) Conducting Scrutiny
- d) Engaging the Public
- e) Selecting Topics
- f) Interviewing

### **What the Modules Offer**

The modular package offers members training on a one-to-one or small group basis, as well as the more traditional larger group approach. The training also has the flexibility to be tailored to the needs of individual members and to be delivered at times which are most convenient to members. For members able



to use PowerPoint it is also easy to use the modules on a teach-your-self basis, in front of their own computer screen.

All the modules are all “free standing” so it is not necessary to have done one for another to make sense. However, for members wanting to do several, or all six modules, there is a logical running order, as shown below.

**Getting Started** – How decisions get made – the Commission structures – sources of agenda items – the Forward Plan – types of activity now and in future – deciding what to do – overview and scrutiny outcomes – preparing reports – good recommendations – how call-in works (60 minutes)

**Conducting Reviews** – key points of a review – a review timetable – evidence-gathering – selecting witnesses – arranging meetings – preparing for interviews and visits – room layouts – effective interviewing – assessing the evidence – key points – elements in a major report – assembling the draft – good recommendations – outcomes of ‘SMART’ scrutiny activity (90 minutes)

**Choosing Subjects to Review** – types of activity now and in future – key points of a review – choosing what to review – what SMART means – sources of subjects – deciding what to review – using a rating matrix (45 minutes)

**Interviewing Politicians, Senior Officers, Stakeholders and Citizens** – why interviewing is key to conducting reviews – room layouts – working with witnesses – the 6 six basic questions – preparing for interviews and visits – effective interviewing – open and closed questions – interview structure and lines of enquiry – asking difficult questions (60 minutes)

**Engaging the Public** – the experience in Derby 2002-05 – balancing the importance of issues with public interest – new opportunities offered by medium sized scrutiny – sources of local issues – assessing public engagement potential – factors when arranging meeting – mixing people and places – choosing witnesses with differing a opinions – room layouts – working with witnesses – effective interviewing of representatives (60 minutes)

As mentioned in the Chair’s Foreword, take up to date of the training has been disappointing – particularly given the earlier member feedback that training in scrutiny skills was wanted. However, the good news is that these training materials do not have a ‘shelf life’. Members wishing to avail themselves of the training should contact the Co-ordination Team by telephone or e-mail.

The Co-ordination Team is also able to provide support and advice to individual Commission members, including co-optees, on all aspects of Overview and Scrutiny. The Team can also provide individual members with training in the use of Performance Eye, the computer-based system showing

how well the Council is doing compared to the targets central government judge our performance by.

In addition to providing in-house training, Co-ordination team members also contributed to a conference entitled 'Scrutiny in Practice' that was held at Ringwood Hall Hotel, Chesterfield on 29 September 2005. In total 86 delegates attended from Derbyshire and Nottinghamshire including ten from Derby City Council.

The event was organised by a team of officers under the auspices of the Derbyshire and Nottinghamshire Scrutiny Officer Network. The Network has been established to share good practice and provide support to officers involved in overview and scrutiny. Officers from Derby City Council played a full and active part in the team organising the event.

The conference focused on practical rather than theoretical aspects of overview and scrutiny and aimed to:

- Develop the skills and knowledge of Scrutiny Members & Officers
- Raise the profile of Scrutiny within the region and to promote the Officer Network
- Showcase the achievements of effective scrutiny from all across the region
- Enable elected members and officers from the region to meet other colleagues and share ideas and experiences

At the event the keynote address was given by Dr Jane Martin, Executive Director at the Centre for Public Scrutiny (CfPS), on 'Public Scrutiny for Public Accountability'. Presentations were made by David Romaine on the Scrutiny Simulator and Councillor Les Allen on his experiences as a Cabinet Member with responsibility for Education and as a Vice Chair of the Education Overview and Scrutiny Commission. There were also four workshops covering

- Budget Scrutiny
- Engaging the Community
- The role and skills needed to be an effective scrutiny councillor
- Developing effective relationships with the executive, the council and area committees.

Feedback from the delegates shows that the event was successful and that it achieved its aims. Members found the opportunity to network and share experiences extremely to be useful with the vast majority remaining until the end, which is not often the case with events of this type..

Delegates commented that this conference was focused on local needs and was considerably cheaper than some of the national events and thus offered good value for money.

The experience showed that organising an event in partnership with other authorities has many positive benefits. It reduces administrative workload, spreads the financial risk and encourages higher level of participation from members.

Perhaps the best proof of success is that a second event is being planned for the autumn of 2006.

Due to the continuing evidence that Derby's current scrutiny practices compare well with those of many other councils, the Co-ordination Team were asked to deliver a workshop on 'Writing Readable Reports' at the CfPS officer development day and another on 'Community Involvement & Consultation – the links to the Four Principles of Good Scrutiny' at the East Midlands Local Government Association scrutiny network meeting.

## **8. Scrutiny of External Organisations**

Several reviews during 2005/05 focussed on the services or structures of other public agencies that serve Derby people. The proposed merger of PCTs and budget-driven cut backs to Mental Health Services are both fully described under the Policy Development section of the Social Care and Health Commission's report. A examination of the proposed reduction in Adult Learning Provision in the city is mentioned under Policy Development in the Education Commission's section. The response of Derby's scrutiny function to the proposed merger of Derbyshire Constabulary with other East Midlands Police Forces is set out below.

The proposed merger of Derbyshire Constabulary with other East Midlands Police Forces is a response to Her Majesty's Inspectorate of Constabularies (HMIC) report "Closing the Gap"<sup>1</sup> and to the Home Secretary's request that all police forces and their police authorities to examine the options through mergers for creating larger more strategic forces based on existing regional Government boundaries.

The "Closing the Gap" report concluded that the present make up of 43 police forces in England and Wales needed to change in order to effectively deal with terrorism, domestic extremism, major, serious and organised crime, public order, civil emergencies and road policing.

The five forces in the East Midlands region met to decide on the best way forward. Five options were examined based on guidelines from the Government and two options were identified as being viable (in terms of the criteria of having more than 4,000 police officers and 6,000 staff in total) to put forward for further consideration. These options were:

- The amalgamation of Derbyshire and Nottinghamshire as one police force and Leicestershire, Lincolnshire and Northamptonshire as another

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<sup>1</sup> <http://www.northyorkshire.police.uk/docs/closinggap.pdf>

- The merger of all five forces in the region (Derbyshire, Leicestershire, Lincolnshire, Northamptonshire and Nottinghamshire) into one regional force.

At its meeting on 1 November 2005 the Scrutiny Management Commission resolved to meet with the Chief Constable of Derbyshire Police and the Chair of the Derbyshire Police Authority to discuss proposals for the restructure of the East Midlands Police Forces. Although the Commission set up a working group to lead the investigation all members of the Council were invited to attend the meeting which was arranged for 28 November 2005.

Fifteen members of the Council, including non-Commission members and a Cabinet member subsequently attended the meeting.

### **Conclusions and Comments**

The Commission was concerned that as no clear business case had been drawn up for either of the two options, it would not be possible to indicate which would be the better of the two or whether either would be better than leaving things as they were.

It seemed apparent to the Commission that the Chief Constable and the Chair of the Police Authority were of the opinion that the Police Force structure needed to be changed. However due to a lack of information from the Government, particularly with regard to funding they were both unable to support either of the options at this stage.

The Commission welcomed the suggestion from the Chief Constable that restructuring the East Midlands Police Force could result in some significant efficiency savings, particularly with regard to training, the HR function, and procurement. However they would wish to see any saving that was realised directed into front line policing and particularly into local crime policing (level 1).

The Commission recognised that any resulting amalgamation of local Police Forces would have implications for the representation of Derby on the Police Authority and wish to have clarification of the implications of both options.

The Commission indicated that it would wish to see the above concerns addressed and for further public consultation to take place prior to a preferred option being put forward.

The Commission shared the concerns of the Chief Constable and the Chair of the Police Authority about the inadequate consultation period that had been allowed for such a substantial change to a key public service.

These conclusions and comments were presented to the whole Commission at its scheduled meeting on 13 December 2005. The Commission resolved to refer the report to Council Cabinet and having regard to the resolution of the Council passed on 23 November 2005, the Scrutiny Management

Commission recommended that Council Cabinet:

- a) express the Council's support for the resolution made at the Association of Police Authorities Summit of Chairs and Chief Executives of Police Authorities on 7 December 2005 and,
- b) seek a solution which will secure effective policing of the city of Derby as the top priority.

The Council Cabinet endorsed and adopted these recommendations at its meeting on 20 December 2005.

## **9. Satisfaction Survey**

This year members have again been invited to complete the Overview and Scrutiny Satisfaction Survey. To enable the Co-ordination Team to monitor any changes, the survey uses the same set of questions as last year.

A total of 23 completed forms have been received of which 19 are from elected members and four from co-opted members. This is three less than last year and gives a total response rate of 38%.

The satisfaction survey is divided into two sections. The first section deals with the support services provided by the Overview and Scrutiny Team whilst the second covers the concept and processes of the overview and scrutiny function. Analysing the responses shows a high level of member satisfaction with the support provided by the team. Of the respondents, 83% were very or fairly satisfied with the arrangements made for topic review meetings, up 6% from last year, and 100% were satisfied with the technical support provided by the Co-ordination Officers at meetings.

With regard to the quality of research and support material and with the quality of reports produced by the Co-ordination Officers, 96% of the respondents were very or fairly satisfied and 96% of the members were also very or fairly satisfied with the overall support services provided by the Overview and Scrutiny Team.

The question on the Overview and Scrutiny training programme for Members produced a satisfaction rate of 78%, which was still quite high although slightly lower than for other questions. However, a degree of caution should be exercised when interpreting this result, as the actual take-up of training by members was quite low.

The questions about the concept and process of Overview and Scrutiny resulted in a greater range of responses. So far as the concept was concerned, 78% of respondents were very or fairly satisfied but one member (4% of the respondents) was very dissatisfied. There was a similar response to the question about the recommendations produced by the Commissions. Here, 86% of the respondents were very or fairly satisfied with the recommendation produced by the Commissions but one member was again

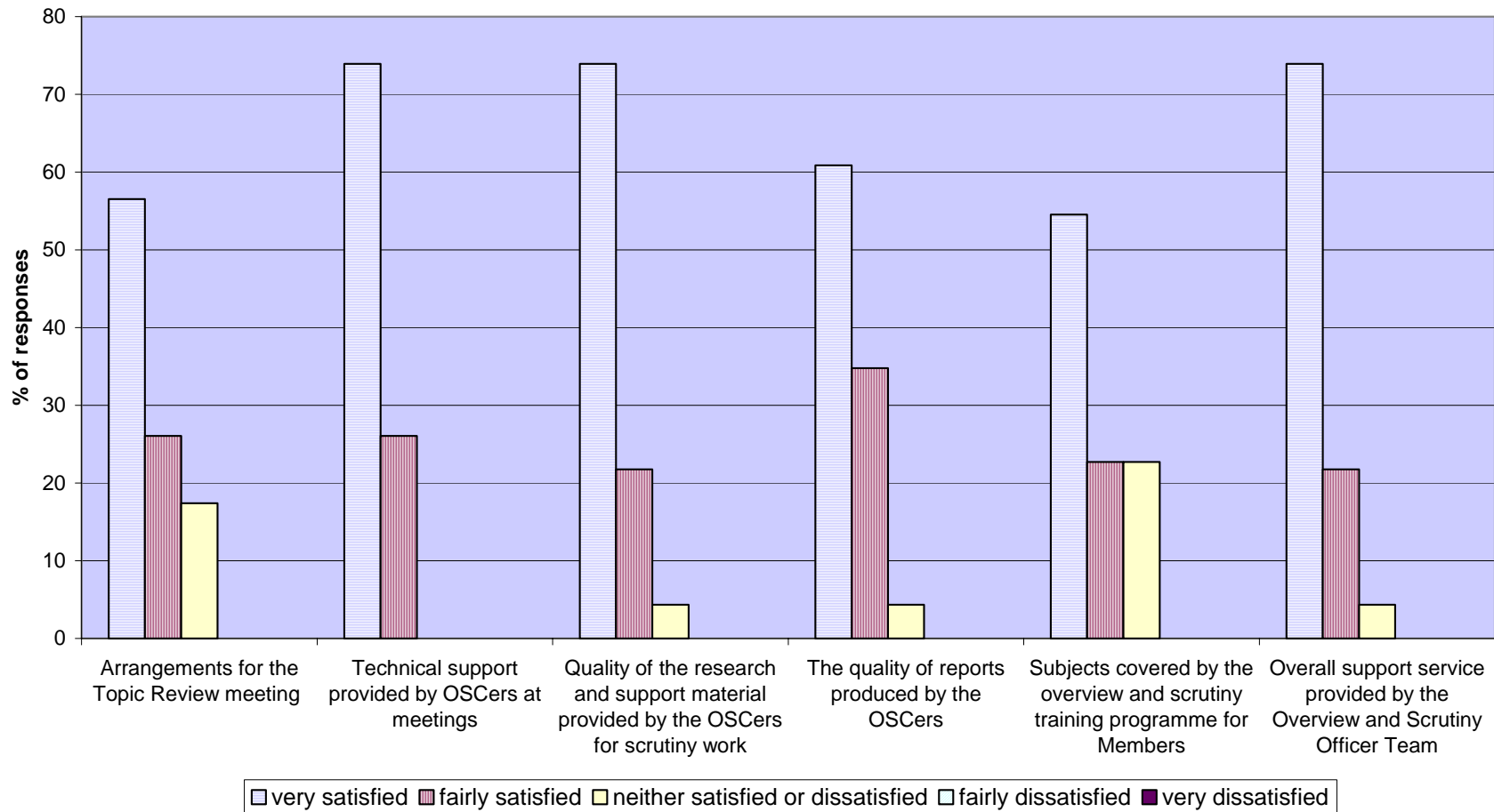
very dissatisfied.

The highest level of member dissatisfaction relates to the process for conducting Bbudget scrutiny. Here 13% of the members were very or fairly dissatisfied.

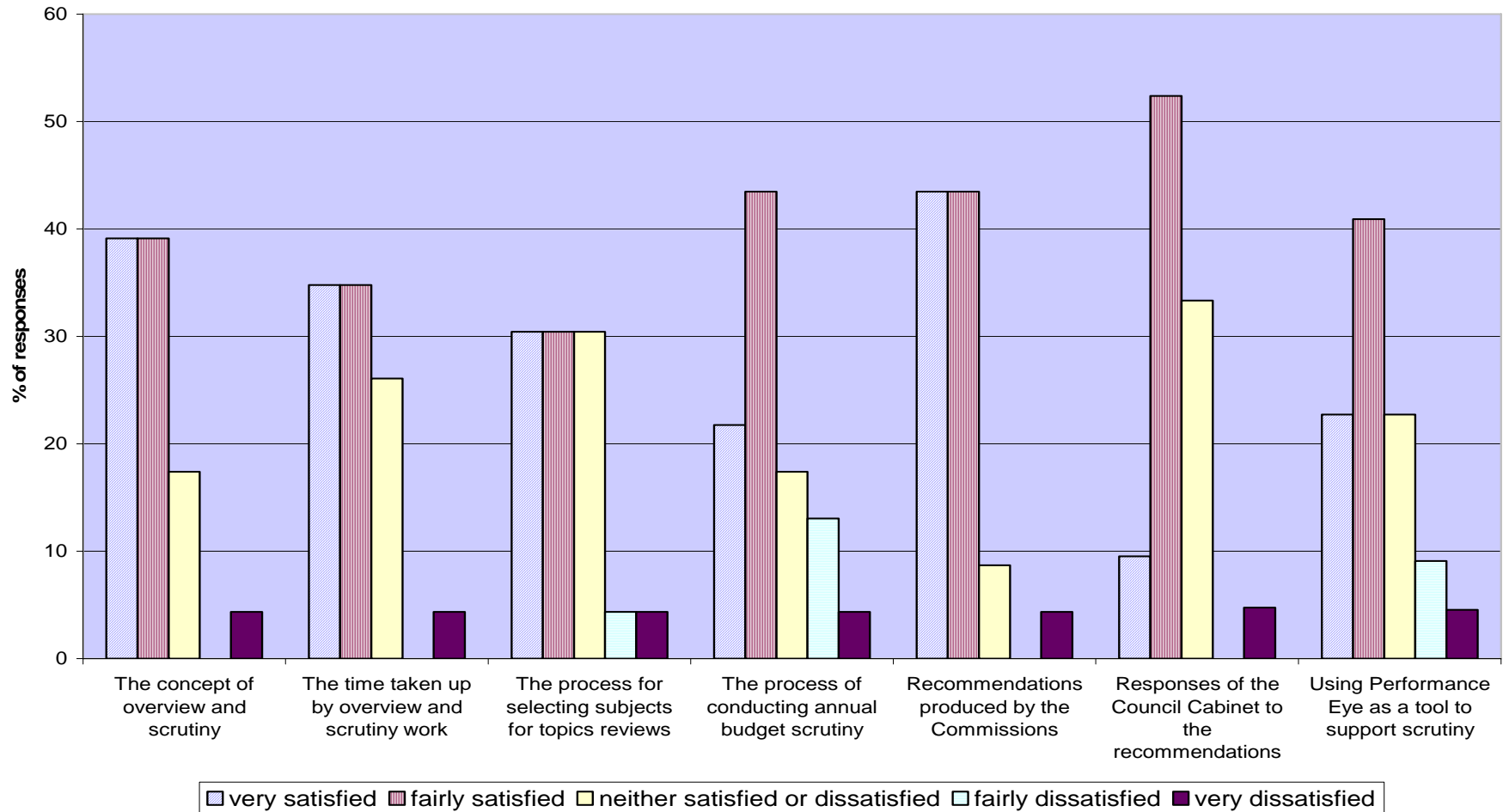
This year a greater proportion of members, 62%, were satisfied by the responses of Council Cabinet to the recommendations produced by the Commissions than was the case last year when only 35% were very or fairly satisfied and 45% were fairly or very dissatisfied.

Also this year 70% of the members were very or fairly satisfied by the time taken up by overview and scrutiny work compared with only 41% last year.

### Level of Member Satisfaction with Overview and Scrutiny Support



### Level of Member Satisfaction with the Concept and Process of Overview and Scrutiny





	<b>very satisfied %</b>	<b>fairly satisfied %</b>	<b>neither satisfied or dissatisfied %</b>	<b>fairly dissatisfied %</b>	<b>very dissatisfied %</b>
Arrangements for the Topic Review meeting	57	26	17	0	0
Technical support provided by OSCers at meetings	74	26	0	0	0
Quality of the research and support material provided by the OSCers for scrutiny work	74	22	4	0	0
The quality of reports produced by the OSCers	61	35	4	0	0
Subjects covered by the overview and scrutiny training programme for Members	55	23	23	0	0
Overall support service provided by the Overview and Scrutiny Officer Team	74	22	4	0	0
The concept of overview and scrutiny	39	39	17	0	4
The time taken up by overview and scrutiny work	35	35	26	0	4
The process for selecting subjects for topics reviews	30	30	30	4	4
The process of conducting annual budget scrutiny	22	43	17	13	4
Recommendations produced by the Commissions	43	43	9	0	4
Responses of the Council Cabinet to the recommendations	10	52	33	0	5
Using Performance Eye as a tool to support scrutiny	23	41	23	9	5

Overview and Scrutiny Member Satisfaction Survey 2006 – Table of responses



## Member Comments

As part of the Satisfaction Survey, Members were given the opportunity to make suggestions for improvements to the overview and scrutiny function. Their verbatim comments .

**Question 6** asked Members to suggestions how the support provided by the OSCer Team could be improved. The following comments were received:

- At the beginning of each municipal year we, need to explain to new Councillors (and some old ones sometimes) the powers and responsibilities of the OSC - **O&S Chair**
- Need more person hours – **O&S Chair**
- One OSCer per Commission – **Cabinet member**
- All seems to be working quite satisfactory and is well supported with postal & email notifications etc. **Co-opted Member**

**Question 13** asked members for suggestions on how the overview and scrutiny process could be improved. The following comments were received:

- I think there still needs to be a cultural change regarding scrutiny. It is still in the mould of the old committee system, and it is quite obvious that some members are whipped (either directly by their party or they restrain themselves because they know the “consequences” of failing to toe the party line). It is an adversarial under-current. **O&S member**
- Need to separate the health function from social care. (create) Either another Commission or a sub commission like corporate parenting. - **O&S Chair**
- Need to align commissions with Cabinet functions better, especially Children’s Services and Adult Services - **O&S Chair**
- Need to get more commitment from some members of Commissions. How much free thinking is there, and how much protecting of party interests? - **O&S Chair**
- Meet too infrequently to be really effective at scrutinising Cabinet. **O&S Chair**
- Some issues (e.g. the environment) cut across all Commissions and should be in the mindset of all Council decisions, as are Equal Opportunities, for example. **O&S Chair**
- Improved dialogue with the Cabinet. Lovely idea, if naive. O&S is a pointless futile system of local government. Last year when in opposition, Labour were desperate to improve communications and their members impact on the Cabinet. This year now many of their same member’s, Repton, Bolton, Wynn etc are in the Cabinet, all of the warm words of cooperation and dialogue between the two entities from last year have gone straight out of the window. O&S is

ultimately toothless and the Cabinet know it. Until that changes we can all continue to meet and kid ourselves we are making a difference but the fact is unless Cabinet agrees with you, your topic reviews remain unimplemented and your scrutiny of Cabinet is utterly pointless. **O&S member**

- **Probably more focus on Council's priorities.** Some members tend to use Scrutiny Commissions to make their own particular points and pursue their own individual interests or their party's instead of using the scrutiny process in the way in which it was intended. **O&S member**
- **If used properly by the Commissions and members, it is a vital tool in holding the cabinet to account.** **O&S member**
- **We have sporadic engagement with the public, some Commissions are either better or are more susceptible to this. I think we should all become better engaged and perhaps we could use the Area Panels to help achieve this.** **O&S Chair**
- **The Oscars are excellent team, enthusiastic, reliable with research, there should be more of them. As we are moving more to partnership working it is essential we focus on these links and scrutinise this relationship. As our star rating could well depend on good working relationships.** **O&S member**
- **Improvements are already being made in use of this as a tool. Seminar was excellent, practical relevant and interesting –** **O&S Chair**
- **There is a need for more OSCers - To be able to request some of the extra work that is presently covered by the team –** **O&S Chair**
- **If any proposals are put forward to the Cabinet for consideration, recommendation or decision then the Cabinet Member should attend (Commission meeting) to give the Commission its responses whether positive or negative and possibly why.** **Co-opted Member**

# Overview and Scrutiny Member Satisfaction Survey

Overview and scrutiny is an important function to support the Council’s decision making process. Since scrutiny involves working with and for Members, it is important to have your views. Last year Members felt that the service area budget reviews were ineffective so we removed it from this year’s budget scrutiny process. The overview and scrutiny team continues to seek improvements to the scrutiny process and this further annual questionnaire should enable us to monitor the progress against last year. Please take a few minutes to complete and return the questionnaire.

Please put a cross in one box for each question.

## How satisfied are you with level of support provided by the Overview and Scrutiny Co-ordination Officers (OSCers)?

	very satisfied	fairly satisfied	neither satisfied or dissatisfied	fairly dissatisfied	very dissatisfied
1. Arrangements for the Topic Review meetings	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
2. Technical support provided by OSCers at meetings	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
3. Quality of the research and support material provided by the OSCers for scrutiny work	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
4. The quality of reports produced by the OSCers	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
5. Subjects covered by the overview and scrutiny training programme for Members	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
6. The overall support service provided by the Overview and Scrutiny Officer Team	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

Do you have any suggestions on how the officer support provided by the OSCer Team could be improved?

## How satisfied are you with the overview and scrutiny process?

	very satisfied	fairly satisfied	neither satisfied or dissatisfied	fairly dissatisfied	very dissatisfied
7. The concept of overview and scrutiny	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
8. The time taken up by overview and scrutiny work	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
9. The process for selecting subjects for topic reviews	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
10. The process for conducting annual budget scrutiny	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
11. Recommendations produced by the Commissions	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
12. Responses of the Council Cabinet to the recommendations	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
13. Using Performance Eye as a tool to support scrutiny	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

Do you have any suggestions on how the overview and scrutiny process could be improved? For example greater focus on Council's priorities; improved dialogue with the Council Cabinet etc.

Please tell us if you are:

A Council Cabinet Member  an Overview and Scrutiny Commission Member

A Co-opted member  Neither a Cabinet Member or an Overview and Scrutiny Commission Member

Please tell us who you are (optional) .....

**Please return the completed form by Thursday 10 March 2005:**

Mahroof Hussain, Overview and Scrutiny Co-ordination Team  
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## Commission Portfolios

The Overview and Scrutiny Commission Portfolios remained unchanged from those of 2003/04, though there were substantial alterations to the membership of all the Commissions. The portfolios are given in the table below:

### Scrutiny Management Commission

- Corporate Council Policies and Strategies
- Corporate Legal, Administrative, Estates/Property Services and Repair and Maintenance
- Chief Executives Policy, European, Best Value and Communications functions
- Corporate Finance and Financial Services including Taxation
- External Affairs – European, National, Regional and Local
- Democratic Representation
- Mayoral Office/Electoral Issues/Registers
- Concessionary fares
- Best Value Performance Plan and Derby Pointer
- Members Services/Allowances
- Corporate Personnel, Recruitment and Training functions and issues
- Employment Training
- Health and Safety
- Corporate Equality Functions and issues
- E-Government, IT services/development and telecommunications
- Repairs and Maintenance Programmes
- Design Services
- Emergency Planning

### Community Regeneration Commission

- Social inclusion including Anti Poverty initiatives
- Community Governance and Consultation
- Community Regeneration and Development, including Community Planning
- Special Programmes management including all Single Regeneration Budget Schemes
- New Deal for Communities
- Community and Equalities Grants
- Cultural Diversity
- Housing and Council Tax benefits
- Welfare rights
- Community Legal Services including Law Centre and Citizens Advice Bureau
- Crime and Disorder including Youth Offending Service
- External Employment Initiatives
- Housing Management
- Housing Strategy and Development

- Private Sector Housing

## **Culture and Prosperity Commission**

- Community Centres and Council Activity Centres
- Arts and Libraries
- Assembly Rooms/Guildhall
- Museums/Art gallery
- Outdoor Events
- City Centre Management
- Markets
- Sports, Fitness and Play including Grants
- Leisure Centres and Coaching
- Economic Development
- Tourism and Tourist Information Centre
- Festivities
- Parks and Allotments, including Client Grounds Maintenance

## **Education Commission**

- Schools
- Centrally Funded School Services, including Special Needs
- Youth Service
- Adult Education
- Mandatory and Discretionary Awards
- Access Support including Ethnic Minority Achievement Grant
- (Role of Education Evaluation Panel)

## **Planning and Environment Commission**

- Strategic Planning including Traffic and transportation
- Development Control and Building Control policy
- Footpaths, Highways and Maintenance, Car Parks
- Roads – Engineering and Design Service
- Highways Property Administration
- City Centre and Neighbourhood Horticultural Features
- Licensing policy issues – taxis/Entertainment etc
- Local Agenda 21 Strategy, Environmental Co-ordination and Initiatives
- Environmental Health and Trading Standards
- Outdoor Amenities
- Client – Street Cleaning/Waste Collection and Disposal/Convenience
- Recycling
- Land Drainage
- Energy Conservation
- Building cleaning
- All Direct Services
- Non-Highway Engineering
- Cemeteries and Crematorium

## **Social Care and Health Commission**

- Children and Family Services
- Corporate Planning
- Adult Services
- Assessment and Care Planning
- Social Services Support Services
- Health Improvement Planning
- Health Services



## Commission Members

- Appointments for the period 25 May 2005 to 20 July 2005:

### Scrutiny Management Commission

**Chair:** Councillor Smalley  
**Vice Chair:** Councillor Graves  
**Councillors:** Ahern, Bayliss, P Berry, Hussain, Jones, Lowe, MacDonald, Repton, Troup, West

### Community Regeneration Commission

**Chair:** Councillor Bayliss  
**Vice Chair:** Councillor Lowe  
**Councillors:** Blanksby,, Richards, West , Redfern, Tittley and Liversedge,  
**Co-opted:** Mr S Kazmi, Canon MacDonald

### Culture and Prosperity Commission

**Chair:** Councillor Repton  
**Vice Chair:** Councillor West  
**Councillors:** Dhamrait , Dhindsa, Jackson, Marshall, Smalley, Travis

### Education Commission

**Chair:** Councillor Jones  
**Vice Chair:** Councillor MacDonald  
**Councillors:** P Berry, Khan, Skelton, Higginbottom, Wynn and Willitts  
**Statutory** John Honey (RC Diocese), Dr Devendra (Parent Governor),  
**Co-opted:** David Edwards (CE Diocese), Nasreen Iqbal ( Parent Governor), Tony Walsh (Derby REC)

### Planning and Environment Commission

**Chair:** Councillor Troup  
**Vice Chair:** Councillor Ahern  
**Councillors:** Baxter, Bolton, Leeming, Liversedge, Skelton, Smalley Liversedge

### Social Care and Health Commission

**Chair:** Councillor Hussain  
**Vice Chair:** Councillor P Berry  
**Councillors:** Winter, Chera, Hird, Leeming, Nath, Turner, Willitts  
**Co-opted:** Pat Hill, Elaine Jackson, Philip Johnson and Sir Michael Raymond

## **Corporate Parenting Joint Sub-Commission**

**Councillors:** Jones, MacDonald, Wynn, Turner, Hussain and Hird

- **Appointments for the period commencing 20 July 2005:**

## **Scrutiny Management Commission**

**Chair:** Councillor Graves

**Vice Chair:** Councillor Latham

**Councillors:** Ahern, Allen, Higginbottom, Hickson, Jackson, Jones, MacDonald, Smalley, Travis and Turner

## **Community Regeneration Commission**

**Chair:** Councillor Jones

**Vice Chair:** Councillor Higginbottom

**Councillors:** Blanksby,, Rawson, Redfern, Richards, Smalley and Samra

**Co-opted:** Mr S Kazmi, Canon MacDonald

## **Culture and Prosperity Commission**

**Chair:** Councillor Travis

**Vice Chair:** Councillor Jackson

**Councillors:** Dhamrait , Graves, Rawson, Troup, West and Willitts

## **Education Commission**

**Chair:** Councillor MacDonald

**Vice Chair:** Councillor Allen

**Councillors:** Afzal, Higginbottom, Hird, Khan, Latham, Liversedge

**Statutory** John Honey (RC Diocese), Dr Keerthi Devendra (Parent

**Co-opted:** Governor), David Edwards (CE Diocese), Tony Walsh (Derby REC) and Nasreen Iqbal (Parent Governor)[

## **Planning and Environment Commission**

**Chair:** Councillor Ahern

**Vice Chair:** Councillor P Berry

**Councillors:** Baxter, Care, Carr. Leeming, Rehman, West and Tittley

## **Social Care and Health Commission**

**Chair:** Councillor E Berry

**Vice Chair:** Councillor Turner

**Councillors:** Chera, Gerrard, Khan, Leeming, Marshall, Skelton, Willitts  
**Co-opted:** Pat Hill, Elaine Jackson, Philip Johnson and Sir Michael  
Raymond (resigned on 3 October 2005)

### **Corporate Parenting Joint Sub-Commission**

**Councillors:** E Berry, Turner, Marshall, MacDonald, Hird, Higginbottom





## Overview and Scrutiny Team Contact Details

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More information about the work of Overview and Scrutiny can be found on our website:

<http://www.derby.gov.uk/CouncilGovernmentDemocracy/Councils/ContactsConsultationAndFeedback/Default.htm>