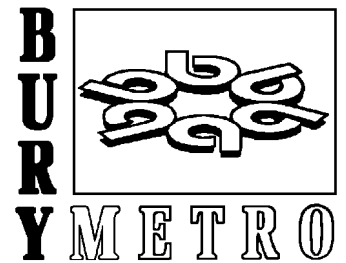


METROPOLITAN BOROUGH OF BURY



**OVERVIEW AND
SCRUTINY**

**ANNUAL REPORT
2002/2003**

FOREWORD

Bury MBC's Scrutiny Panels and Commissions have just completed their fourth year of scrutinising and reviewing the work and services of the Authority. The scrutiny function has been significantly reshaped this year by the creation of three outward Scrutiny Commissions and two inward Scrutiny Panels to replace the original five Scrutiny and Review Panels.

The work of the Panels/Commissions has ranged from reviewing new initiatives prior to consideration by the Executive, calling-in a decision of the Executive which was a cause for concern, instigating reviews of various issues from individual Work Programmes, monitoring aspects of services provision and intelligence gathering from departments about aspects of their work.

The scrutiny function is now well established although more needs to be accomplished in the policy development area and in taking on the full effect of the new Health Scrutiny role.

Looking forward, initial steps are being taken to publicise the work of the Panels/Commissions and to generate greater public involvement.

I would like to thank the Chairs, Members, Education Representatives and Co-opted Members of all the Scrutiny Panels and Commissions and also the responsible Directors and staff involved, for their hard work over the past twelve months and look forward to the challenges ahead.

Councillor Tim Chamberlain
Chair of Scrutiny Management Committee
March 2003

OVERVIEW AND SCRUTINY ANNUAL REPORT WORK OF SCRUTINY PANELS/COMMISSIONS DURING 2002/2003

1.0 INTRODUCTION

This is the first Annual Report of Overview and Scrutiny and sets out details of the changes to the overview of scrutiny structure and process introduced during 2002/2003 and of the work undertaken by the Scrutiny Panels and Commissions during that year.

2.0 REVISED OVERVIEW AND SCRUTINY STRUCTURE AND PROCESS

2.1 The Council on 15 May 2002 considered recommendations of the Executive (Minute EX.1427) following consideration of a report from the Leader of the Council reviewing the operation of the overview and scrutiny structure and process. The Council approved the recommendations, subject to implementation following determination of Executive Portfolios and any necessary revisions to the Council Constitution, and the revised structure and process was introduced with effect from 1 September 2002.

2.2 The main changes to the scrutiny structure and process which were introduced are set out below:-

- (i) the establishment of the following Panels and Commissions:-
 - Resource Scrutiny Panel
 - Performance Management Scrutiny Panel
 - Healthier and Safer Communities Scrutiny Commission (with responsibility for scrutiny of the National Health Service)
 - Learning Communities Scrutiny Commission
 - Economy, Environment and Transport Scrutiny Commission
- (ii) the continuing involvement of all existing Co-opted Members of Scrutiny and Review Panels in the scrutiny process.
- (iii) the retention of the Scrutiny Management Committee with responsibility for:
 - approving Work Programmes for the Scrutiny Panels and Commissions

- allocating any tasks referred to it from other parts of the decision-making structure or other bodies
 - administering budgets for consultation and research relating to scrutiny and review
 - raising with the Executive issues of concern in respect of the operation of the Scrutiny and Review function.
- (iv) the accommodation of the existing Work Programmes of the Scrutiny and Review Panels in the revised structure.
- (v) the provision of Officer Support to the revised structure and process as follows:-

- Democratic Services Officers to administer each Panel/Commission
- Chief Officers to have responsibility for the elements of the system as indicated below:-

Resource	- Director of Finance and E-Government
Performance Management	- Deputy Chief Executive
Healthier and Safer Communities	- Director of Social Services, Health and Housing
Learning Communities	- Director of Education and Culture
Economy/Environment and Transport	- Director of Environment and Development Services

- Policy Officers to support each Scrutiny Commission
- Best Value Team to support the Performance Management Scrutiny Panel
- Corporate Resources to support the Resource Scrutiny Panel
- Lead Officers to be appointed to lead and deliver scrutiny reviews within the Annual Work Programmes and Best Value Reviews
- Research and consultation advice to be provided by the Corporate Policy and Research Unit utilising departmental research capabilities as appropriate
- Training and development for Elected Members and Co-opted Members to be provided by the Training and Development Unit
- Scrutiny Management Committee to be supported by the Democratic Services Manager and the Assistant Chief Executive.

2.3 The revised structure at (i) above comprises:-

- Two 'inwardly' focused **Scrutiny Panels**, namely Resource and Performance Management, to play a major role in the 'challenge' part of the scrutiny process through a check on the Executive decision making and overseeing performance management issues.
- Three 'outwardly' focused **Scrutiny Commissions**, namely Healthier and Safer Communities, Learning Communities and Economy, Environment and Transport, to be engaged in policy formulation and conducting in-depth and perhaps cross cutting reviews with a specific link between the Commissions and achieving the 'vision' of the Community Strategy

2.4 A diagram showing the revised structure is attached as Appendix 1.

3.0 THE SCRUTINY PANELS/COMMISSIONS - ISSUES DEALT WITH

There were a wide ranging number of issues dealt with during the Municipal Year, which included a "call-in" and various recommendations to the Executive.

Details of the work undertaken by the individual Panels/Commissions, together with membership and attendance records are set out below.

3.1 **Healthier and Safer Communities Scrutiny Commission (formerly Health, Housing and Social Services Scrutiny and Review Panel)**

- *Future Provision for Older People in Bury*

This was the predominant issue dealt with, and was considered at most meetings during the year, including two special meetings, one of which was the result of a "call-in". At one of the meetings, there was a four hour forum, at which various concerns and suggestions were raised, and these were submitted to the Executive meeting on 19 June 2002 as part of their major review of Authority provision for older people. At subsequent meetings, issues such as the future provision of sheltered housing provision and alternative options for some of the Homes, such as the use of the private sector, were highlighted, and these are now being investigated during the consultation period.

- *Scrutiny of NHS*

As from 1 January 2003, the Health and Social Care Act 2001 gives Local Authority Overview and Scrutiny Committees the power to report on matters relating to the health service in their area. This is going to be a major issue for this and future years, and Members have been informed of the implications of the new arrangements, which included a presentation from Directors of the Bury Primary Care Trust and the Chief Executive of Pennine Care (Mental Health) NHS Trust.

During the first three months, the Commission has concentrated on information gathering regarding the health scrutiny role, which is new to the Authority. The first issue to be examined has been the closure of Ward 31 at Fairfield Hospital, and the Chief Executive of the Pennine Care Trust will be updating the Commission on this later in the year.

- *Review of Social Services Operational and Financial Provision 2002/03*
- *Bury Learning Disabilities Partnership – Financial Framework Agreement*
- *Social Services Complaints Annual Report*
- *Best Value Reports*
 - Supporting and Protecting Children in Need
 - Supporting and Improving Quality of Life of Disabled People
 - Community Care and Commissioning
 - Access to Decent Homes
- *Membership and Attendance Record (wef September 2002)*

Healthier and Safer Communities Scrutiny Commission		
6 Meetings were held on 5 September, 10 October, 14 November, 19 December, 4 February and 6 March.		
Councillors		No of Meetings Attended
1.	K Audin	5
2.	V D'Albert	6
3.	C M Fitzgerald	5
4.	J Grimshaw	6
5.	D L Gunther	6
6.	T Holt (from 10.10.02)	3
7.	B M Hope (Chair from 10.10.02)	5
8.	A P Hughes (Chair to 15.9.02)	1
9.	R E Walker	6
Co-opted Members (Non Voting)		
Name	Representing	
1.	Vacancy	Health Authority
2.	B Barlow	Bury CHC
3.	P J Hollowood	Community Safety Partnership
4.	S Lal	Elders Forum
5.	Vacancy	Youth Cabinet
6.	Vacancy	Youth Cabinet
7.	B Pilkington	Disability Action Group
8.	A Norton	BADDAC

3.2 Learning Communities Scrutiny Commission (formerly Lifelong Learning and Culture Scrutiny and Review Panel)

- *Review of ICT in Schools and Libraries*

The ICT Sub-Group reviewed ICT provision in education, schools, libraries and lifelong learning, including a briefing document which highlighted the requirements of schools and libraries in relation to Government targets. This document was circulated to a number of organisations for consultation. The Review culminated with a meeting between Ivan Lewis MP, on 4 October 2002 and the Chair of the Scrutiny Panel/Commission, Director of Finance and E-Government and Paul Howard, Education Advisor for ICT.

- *Commonwealth Games – Host A Nation*

A joint investigation took place with the Economy, Environment and Transport Scrutiny Commission as to why the Authority had not Hosted a Nation, as many other local authorities in the area had. The Commissions were also keen for the enthusiasm and commitment of the Commonwealth volunteers to be used within the Borough in future.

- *Best Value Review (Part) of Pupil Support Services*

This part review covered the Education, Welfare, Learning Support and Sensory Support Services.

- *Implementation of the Race Relations (Amendment) Act 2000*

Consideration was given to the implications of implementing the Act on the LEA, including a draft Corporate Race Equality Scheme.

- *Review of Capital Projects and Major Building Schemes in Educational Establishments – Project Management*

An investigation was undertaken into a number of concerns from educational establishments regarding the performance of the Authority's architectural practice. This resulted in a request for the Executive to endorse a number of proposals.

- *Youth Provision in Bury*

A joint investigation is currently being undertaken with the Economy, Environment and Transport Scrutiny Commission into poor youth provision in the Borough.

- *Manchester Jewish Grammar School*

The Executive were informed that voluntary aided status be supported in principle, subject to various issues being investigated further.

- *Review of Schools Funding Formula 2003/04*

Members made recommendations to the Executive at its meeting on 12 February 2003.

- *Libraries*

A review of library provision is currently being carried out with visits to libraries both within the Borough, and to neighbouring Authorities.

- *Private Finance Initiative*

Consideration was given to the views of Headteachers and Governors of individual High Schools regarding the proposals for the use of PFI monies, for recommendations to be submitted to the Executive as part of their consideration of this issue.

- *Membership and Attendance Record (wef September 2002)*

Learning Communities Scrutiny Commission		
5 meetings were held on 24 September, 28 October, 3 December, 20 January, 25 February. Meetings will also be held on 27 March and 3 April.		
Councillors		No of Meetings Attended (up to 25 February)
1.	D Boden	4
2.	T P Chamberlain (Chair)	5
3.	F Chaudhry	4
4.	W J Davison	4
5.	G Sharkey	4
6.	P Timperley	5
7.	B Vincent	5
8.	R E Walker	5
Education Representatives (Voting)		
Name	Representing	
1.	Rev Dr Findon	Church of England
2.	Rev Fr Lawton	Roman Catholic
3.	Rabbi J Guttenberg	Jewish Faith
4.	D K Godwyn	Primary Parents Governor
5.	A K Sinkinson	Secondary Parents Governor
		3
Co-opted Members (Non-Voting)		
Name	Representing	
1.	K Hopwood	Teachers – Primary
2.	H Andrews	Teachers – Secondary
3.	G Stainthorpe	Teachers - Special
4.	J Atherton	Lifelong Learning – Adult
5.	G Harrison	Lifelong Learning – Youth
6.	M Wild	Governors Forum
7.	T McSwiggan	Youth Cabinet
8.	M Burgess	Youth Cabinet
9.	F Lyons (Appt)	Elders Forum
10.	S Cohen	REC
		4

3.3 **Economy, Environment and Transport Scrutiny Commission (formerly Environment and Transport Scrutiny and Review Panel and Economic and Social Regeneration Scrutiny and Review Panel)**

- *Access to Fairfield Hospital*

Representatives from the Pennine Care NHS Trust, Bury Primary Care Trust, Bury Community Health Council, Greater Manchester Police, Greater Manchester Fire Service, Greater Manchester Ambulance Service, Bury Pensioners' Association and local residents attended the Panel to give evidence, following which a number of recommendations were made to the Executive.

- *M60 JETTS Study*

A presentation was given by representatives of the Government Office North West, and the consultants Faber Maunsell, as part of their consultation process following their investigation into the traffic problems on the M60 between junctions 18 to 12. All Members of Council were invited to the presentation.

- *Proposals to Meet Statutory Recycling Targets*

Consideration was given to the proposals to improve this Authority's poor record on recycling, and the Commission will continue to monitor the improved recycling targets which have been set.

The local pressure group, RALF, were also invited to give a presentation on their views of this Authority's performance on this issue.

- *Arrangements for Winter Gritting*

- *Consideration of the Various Housing Stock Options*

- *Single Regeneration Budget – European Action Plan*

- *Best Value Reports*

- Environmental Street Scene
- Physical and Economic Regeneration
- Access to Affordable Quality Rented Housing
- Repairs, Maintenance and Empty Properties

- *Membership and Attendance Record (wef from September 2002)*

Economy, Environment and Transport Scrutiny Commission			
6 meetings were held on 5 September, 24 October, 14 November, 17 December, 13 February and 11 March			
Councillors		No of Meetings Attended	
1.	D M Cassidy	6	
2.	W J Davison	4	
3.	E K Grime	5	
4.	D L Gunther	4	
5.	T Holt	4	
6.	S P Magnall (Chair)	6	
7.	S Mason	6	
8.	P J Nesbit	2	
Co-opted Members			
Name	Representing		
1.	G Higginbottom	Environmental Forum	3
2.	A Dures	Elders Forum	3
3.	A Norton	BADDAC	2
4.	A Roscoe	Tenants & Residents Assoc	4
5.	P Weatherby	Tenants & Residents Assoc	4
6.	J McSwiggan	Youth Cabinet	0
7.	M Burgess	Youth Cabinet	0

3.4 **Resource Scrutiny Panel (formerly Corporate Resource and Strategy Scrutiny and Review Panel)**

- *Personnel Issues*
 - Recruitment and Selection
 - Disciplinary Matters
 - Pay Award and Industrial Action
 - Early Retirement Monitoring
- *Corporate Asset Management Plan 2002*
- *Bury Market Refurbishment – Customer Satisfaction Survey*

Following representations made about the Bury Market refurbishment, MORI were commissioned to undertake a customer satisfaction survey as to the views of traders and users about the refurbishment. The survey showed that the refurbishment was generally a success, although further improvements had been suggested, and Officers were requested to act on these.

- *Capital Programme and Revenue Budget 2003/04*

- *Corporate Debt Recovery Policy*

The Executive were recommended to agree to various actions.

- *Corporate Financial Monitoring*
- *Review of Office Floor Space*
- *Best Value Reports*

- Corporate Support and Governance

The Executive were requested to make changes to the Best Value Improvement Plan

- Revenues and Benefits

- *Review of Social Services Operational and Financial Provision 2002/2003*
- *Membership and Attendance Record (wef September 2002)*

Resource Scrutiny Panel		
Councillors		Number of Meetings Attended (up to 18 February)
1.	E B Briggs	3
2.	J P Costello	5
3.	S Costello	4
4.	V D'Albert	3
5.	A T Matthews	4
6.	B Theckston	4
7.	P Walker	4
8.	J F Walton (Chair)	5
Co-opted Members		
Name	Representing	
1.	Vacancy	Youth Cabinet
2.	Vacancy	Youth Cabinet
5 meetings were held on 19 September, 28 October, 28 November, 21 January and 18 February (Budget). A meeting will also be held on 1 April.		

3.5 Performance Management Scrutiny Panel

- *Referrals to Executive for Adoption*
 - Monitoring Framework for Performance and Best Value Improvement Programme Review
 - Corporate Planning and Performance Framework
- *Progress Reports on 2000/2001 Best Value Reviews*
 - Highway Development and Maintenance
 - Cultural Services
 - Sport and Recreation
 - Rent Collection

- *Housing Services Performance Review*
- *Work Programme Reports*
 - Year 1 Progress on Revenues and Benefits Best Value Review
 - Communications and Public Interface Best Value Review
 - Investors in People
- *Local Education Authority Inspection – Spring 2003*
- *Comprehensive Performance Assessment Improvement Programme*
- *Membership and Attendance Record (wef September 2002)*

Performance Management Scrutiny Panel		
3 meetings were held on 1 October, 10 December and 4 March		
Councillors		Number of Meetings Attended
1.	K S Briggs	3
2.	A J Cummings	2
3.	W J Davison	3
4.	A Isherwood (Chair)	3
5.	W Johnson	2
6.	W Ramsey	2
7.	G Sharkey	3
8.	B Theckston	1
Co-opted Members		
Name	Representing	
1.	Vacancy	Youth Cabinet
2.	Vacancy	Youth Cabinet

4.0 Scrutiny Management Committee

- *Revised Scrutiny and Review Structure and Process*

Comments were put forward to the Executive and the Council on the proposed revised scrutiny structure and process.

- *Work Programmes 2002/2003*

Work Programmes of the Scrutiny Panels/Commissions for 2002/2003 were approved.

- *Scrutiny Training*

At the request of the Committee, training sessions for Members of Scrutiny Panels/Commission giving an overview of scrutiny were held in October 2003 and further skills training given in November 2003.

- *Performance and Best Value Improvement Programme Review Framework.*

The Committee supported the adoption of the proposed framework.

- *Corporate Planning and Performance Cycle and Programme*

The Committee supported the adoption of the proposed cycle and programme.

- *District Audit Follow-Up Review of Democratic Arrangements*

Representatives of District Audit gave a presentation on the Follow-Up Review and an Action Plan on the key issues raised was agreed by the Committee

- *Development of Overview and Scrutiny in Local Government – Report from the Office of the Deputy Prime Minister*

The key issues raised in the paper were approved for further development and the preparation and production of a 'User Guide to Overview and Scrutiny' was agreed.

- *Annual Scrutiny Report to Council*

The Committee agreed to the production of an Annual Scrutiny Report to the Council for submission, if possible, to the Council meeting in April 2003.

- *Membership and Attendance Record (wef September 2002)*

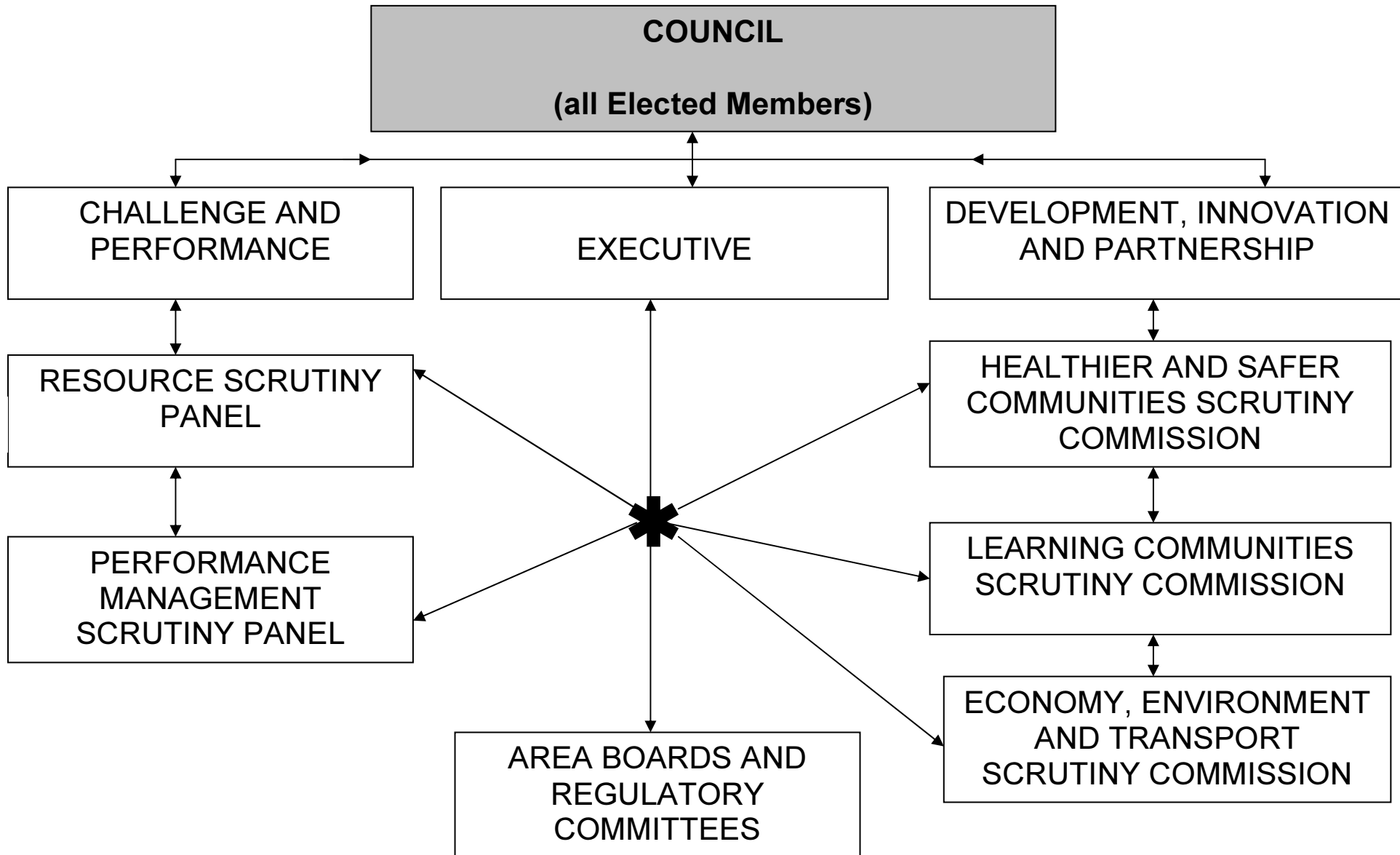
Scrutiny Management Committee	
4 meetings were held on 20 June, 30 September, 9 December and 10 March.	
Councillors	Number of Meetings Attended
1. T P Chamberlain (Chair)	4
2. W J Davison	4
3. A P Hughes (B M Hope)	1 (1)
4. A Isherwood	3
5. S P Magnall	4
6. J F Walton	4

5.0 Conclusion

This is the first Annual Report to be prepared on the Scrutiny function in Bury MBC, and it is intended that this will be repeated in future years.

Ideas and suggestions from non-Executive Councillors and members of the public about areas of the Council service which might benefit from being scrutinised, are always welcome. Scrutiny Members will continue to strive to provide robust and thorough reviews in an attempt to assist the process of providing better services for the public.

OVERVIEW AND SCRUTINY



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APPENDIX 1