

## AGENDA FOR

### OVERVIEW AND SCRUTINY COMMITTEE

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**To: All Members of Overview and Scrutiny Committee**

**Councillors :** R Caserta (Chair), T Cummings, J Harris, N Jones, K Leach, Mortenson, Powell, Smith, S Smith, Susan Southworth, R Walker and Walsh

Dear Member/Colleague

#### **Overview and Scrutiny Committee**

You are invited to attend a meeting of the Overview and Scrutiny Committee which will be held as follows:-

<b>Date:</b>	Tuesday, 4 June 2019
<b>Place:</b>	Meeting Rooms A & B - Town Hall
<b>Time:</b>	7.00 pm
<b>Briefing Facilities:</b>	If Opposition Members and Co-opted Members require briefing on any particular item on the Agenda, the appropriate Director/Senior Officer originating the related report should be contacted.
<b>Notes:</b>	

## **AGENDA**

### **1 APOLOGIES**

### **2 DECLARATIONS OF INTEREST**

Members of the Overview and Scrutiny Committee are asked to consider whether they have an interest in any matters on the agenda and, if so, to formally declare that interest.

### **3 MINUTES** (*Pages 1 - 8*)

Minutes of the last meeting, held on 4 April 2019, are attached.

### **4 PUBLIC QUESTION TIME**

A period of 30 minutes has been set aside for members of the public to ask questions on matters considered at the last meeting and set out in the minutes or on the agenda for tonight's meeting.

### **5 DEVELOPMENT OF A WORK PROGRAMME 2019-2020** (*Pages 9 - 14*)

A report is attached. Departmental representatives will be in attendance to inform and assist Members in the development of a balanced work programme for the coming Municipal Year.

### **6 URGENT BUSINESS**

Any other business which by reason of special circumstances the Chair agrees may be considered as a matter of urgency.

**Minutes of: OVERVIEW AND SCRUTINY COMMITTEE**

**Date of Meeting:** 4 April 2019

**Present:** Councillor M D'Albert (in the Chair)  
Councillors R Caserta, T Cummings, M Hankey, M James,  
K Leach, R Skillen, Smith and S Smith

**Also in attendance:**

**Public Attendance:** No members of the public were present at the meeting.

**Apologies for Absence:** Councillor N Bayley, Councillor J Harris and Councillor N Jones

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**OSC.1 DECLARATIONS OF INTEREST**

Councillor Leach declared a personal interest in any item relating the NHS as she works for Healthy Minds adults service.

**OSC.2 PUBLIC QUESTION TIME**

There were no questions asked under this item.

**OSC.3 MINUTES OF PREVIOUS MEETING**

**It was agreed:**

That, the Minutes of the Last Meeting held on 13 February 2019 be approved as a correct record.

**OSC.4 CORPORATE PERFORMANCE QUARTER 2**

Councillor Shori, Leader of the Council presented a report providing Members with an update on performance in line with Team Bury's Single Outcomes Framework.

It was explained that under each of the single framework outcomes are a series of indicators and performance measures. These collectively contribute towards the delivery of the respective outcome.

The report and appendices detailed a number of areas where performance has improved or is at a high level and also made reference to areas of performance that were less positive.

It was explained that where performance was declining or below target or another relevant comparator, work would take place to understand what was required to improve performance. This would be done by understanding the partners involved, the true reasons as to why the data was as it was and assess what would be required to improve performance.

It was also reported that work was being carried out within several areas of the Council in relation to refreshing strategies and performance arrangements.

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Overview and Scrutiny Committee, 4 April 2019

Those present were invited to ask questions or make comments and the following points were raised:

- Councillor Caserta referred to the average progress 8 score per pupil and the fact that Ofsted had been downgrading schools. Councillor Caserta asked what was being done to improve on this.

Councillor Shori explained that a new Ofsted framework was being introduced and the LEA would be working alongside this with schools as soon as it was known what the framework was.

Work was being carried out closely between the LEA and schools to improve. Schools were also working with each other collaboratively to bring down exclusions. Bury had had one of the highest rates of exclusions in the country in 2016/2017 and this had been turned around with no exclusions during the first term of the current academic year.

- Councillor Caserta asked whether the work that had been done around exclusions would lead to problems further down the line.

Councillor Shori explained that schools were working in collaboration with each other as well as with the Council, CCG as well as support from mental health professionals to ensure that problems weren't being moved around but were being dealt with as early as possible.

- Councillor S Smith stated that permanent exclusion was sometimes the only option and schools should be able to take this route if it was felt that was the only option. Schools offered a unique role in the community and needed to be supported.

Councillor Shori explained that the Local Care Organisation (LCO) had been launched on 1 April 2019 and was a one commissioning organisation for the borough. This was at the cutting edge of public service reform.

- Councillor L Smith asked whether there had been any increase in the number of pupils 'off rolled' from the borough schools.

Councillor Shori stated that he did not have the figures relating to this but would ensure that the Committee received them.

- Councillor L Smith asked what the Council was doing in relation to childhood obesity especially in early years'.

Councillor Shori explained that the Council were encouraging schools to take part in the Daily Mile initiative as well as supporting families with vouchers for healthy food and healthy eating lessons. It was acknowledged that obesity leads to a range of health issues so by encouraging a healthier lifestyle this would help prevent the need for medical intervention later on.

- Councillor Hankey asked how the Council could work with older young people who may not be in education or employment.

Councillor Shori explained that it was anticipated that by the time the young people left school they would already have a healthy lifestyle. The responsibility to imbed a healthy lifestyle could not be left purely to schools and should be encouraged from an early age.

- Councillor D'Albert stated that Bury was regularly compared to its GM partners in relation to performance, she stated that this should be taken further afield and the borough should be compared with other towns of a similar size across the country.

Councillor Shori explained that the Corporate Plan was being refreshed to set a vision for Council priorities. The borough was aiming to be above national average in as many areas as possible which would mean testing against statistical neighbours rather than GM neighbours.

- Councillor Caserta referred to 3.6 of the report which explained that the borough had the second lowest level of 16 – 19 year olds who were not in education, employment or training and that this was partly related to the entrepreneurial nature of the borough. Councillor Caserta asked whether there were any statistics to back this statement up.

Councillor Shori stated that the Council were looking to produce smarter data analysis in the future, he did however report that there had been 8000 new business start-ups in 2017 which was a higher figure than any other borough in GM.

- Councillor Hankey asked whether a breakdown of the types of businesses would be available and how many of these were employers.

Councillor Shori stated that the Council would need to know this information and he would look to provide it to the Committee.

- Councillor Skillen referred to the Council apprenticeship scheme and whether they were considering mature apprenticeships.

Councillor Shori explained that the Council were keen to look at all opportunities in relation to apprenticeships. There had been a report published recently which referred to the 50+ offer which he would share with the Overview and Scrutiny Committee.

- Councillor S Smithe made reference to the recycling figures set out in the report and the fact that recycling figures had dropped. She asked whether the reasons behind this were known and whether it was time to have another promotional push.

Councillor Alan Quinn explained that this was a national trend and Bury's figures were still high when comparing to the rest of GM. Councillor Quinn explained that communal bins were an area where work should be done. The message around plastic recycling was also an issue due to the different types of plastics.

**It was agreed:**

1. That the information provided be noted.
2. That Councillor Shori be thanked for his attendance at the meeting.

## **OSC.5 CAR PARKING UPDATE**

Councillor Quinn and Dave Giblin attended the meeting to give an update on the shortfalls in income relating to off street parking.

It was explained that some factors that contributed to the overspend of £270, 000 included the suspension of parking for events, an uptake in the staff parking permit scheme, a decrease in the number of Council's off street parking and an increase in privately operated car parks, unrestricted road space on the town's outskirts, parking in Radcliffe and using the Metrolink to Bury, asset condition and private car parks.

Work was being carried out to improve the income from car parks and this included smarter parking enforcement, asset renewal and town centre car parking strategy.

Those present were given the opportunity to ask questions and make comments and the following points were raised:

- Councillor Caserta asked whether there would be any possibility of agreeing a better deal with NSL?

It was explained that NSL worked with 9 out of the 10 GM authorities and had a good track record, they had a good working relationship with the Council and were very proactive. The NSL contract had another year left to run and at this point the Council would look to renegotiate with NSL and have discussions with other providers.

Dave explained that there were two strands to parking, free parking to help local businesses and charging as an income. There were also issues to consider such as time restricted parking which helped local businesses

- Councillor Leach asked who absorbed lost charges when parking was suspended.

Dave explained that it was his service that absorbed the losses but it was felt that the events should be encouraged to promote the town in general.

Councillor Quinn stated that during the Parklife weekend Manchester City Council would pay for NSL officers to attend the local area and carry out enforcement and the income from this was paid to Bury Council.

- Councillor James referred to the reference made to district parking and asked if this was a realistic option.

Dave stated that it was always an option but was not a likely one.

- Councillor L Smith referred to the current climate of change, when air quality was a major environmental issue and asked whether the provision of car parking was at odds with this as we should be encouraging walking and green public transport.

Councillor Quinn agreed that a culture change was needed and the GM Clean Air Plan was looking at this with the promotion of cleaner, greener public transport and electric vehicles.

Dave reported that the Council would need to update car parks and provide charging points to promote the use of electric vehicles and this was something that was being reviewed as a way forward.

**It was agreed:**

1. That the contents of the report be noted.
2. That Councillor Quinn and Dave Giblin be thanked for their attendance at the meeting.

## **OSC.6 SAFEGUARDING SUB GROUP**

Councillor Susan Southworth, Chair of the Children's Safeguarding Overview Project Group attended the meeting to update the Committee on the work of the project group.

Councillor Southworth thanked Julie Gallagher, Democratic Services for the quick turnaround in producing the report following the last meeting of the Sub Group which had been held on 2 April 2019.

It was explained that the group had been established to review services available to Bury residents to ensure that those services were meeting the needs and requirements of their users and future users.

The group was made up of a number of Councillors who each had their own knowledge in relation to safeguarding from being ex police, teacher or school governors and working first hand in children's services.

During the 2018/2019 Municipal Year the focus of the group included the following:-

- Child Sexual Exploitation – Receive briefing on the work of the team across Greater Manchester with focus on the awareness raising work undertaken and areas of concern within the Borough.
- Ofsted – Overview of the inspection findings as well as plans in place to address the issues raised.
- Healthy Young Minds and SEND update – Karen Whitehead attended the meeting to provide an update on the Healthy Young Minds safeguarding process.

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- Performance Monitoring – the group continued to receive quarterly monitoring reports in relation to safeguarding children.
- Troubled Families - Examination of the support and early intervention provided by the team.
- Care Leavers – Sue Harris attended the meeting to provide an update on the work being undertaken to address those children reported as Missing from Home.

It was explained that the group had met on four occasions, interviewed 18 different Council Officers and had visited the Multi Agency hub as part of its ongoing work.

It had been recognised by Ofsted that the expertise and knowledge of the group was one of its strengths but that attendance at every meeting was a basic requirement.

Councillor Southworth explained that Member attendance at the meetings had been an issue and she hoped that for the next municipal year the Membership would be more available to attend the 5.30pm meetings.

Members of the Overview and Scrutiny Committee were given the opportunity to make comments and ask questions and the following points were raised:-

- Councillor Caserta thanked Councillor Southworth for the excellent job she had done in chairing the meetings of the group.
- Councillor Caserta referred to the Oasis Team and asked Councillor Southworth whether the Sub Group would be revisiting the work of the team in the future.

Councillor Southworth stated that the Oasis Group would be included on the next years' work programme.

- Councillor James referred to the growing issue of knife crime amongst young people and asked whether the group would be able to have role in this issue.

Councillor Southworth explained that over the past few years' emphasis had changed in relation to what happened at home and children who were living in and amongst domestic violence and abuse. It had led to the fact that further support and provision was required as these children were more likely to go missing from home and become involved in violence, drugs and CSE.

- Councillor Leach asked if there was any known timescale on when 16 – 18 year olds would transfer back into Healthy Young Minds from Health Minds – Adults.

Councillor Southworth stated that she was aware of this but didn't have any information on a timeframe. Councillor Southworth reported that unless in crisis, it

could not take up to 8 weeks for a young person to be seen by Healthy Young Minds.

Councillor Southworth explained that she had asked that the meetings be included within the Council's Municipal Diary so that Members had as much notice of the meetings as possible.

**It was agreed:**

That Councillor Southworth be thanked for the update

**OSC.7 RECORD OF THANKS**

Councillor Hankey explained that this was the last Overview and Scrutiny Committee meeting for the 2018/2019 and therefore the last meeting that Councillor D'Albert would be chairing.

The Members of the Committee thanked Councillor D'Albert for her hard work throughout the year and wished her well in her retirement from the Council.

**COUNCILLOR M D'ALBERT**  
**Chair**

**(Note: The meeting started at 7.00 pm and ended at 8.35 pm)**

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**Scrutiny Report**

**MEETING: OVERVIEW AND SCRUTINY COMMITTEE**

**DATE: 4 JUNE 2019**

**SUBJECT: DEVELOPMENT OF A WORK PROGRAMME FOR 2019/2020**

**REPORT FROM: ANDREA TOMLINSON, DEMOCRATIC SERVICES OFFICER**

**CONTACT OFFICER:**

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**1.0 SUMMARY**

This report sets out details the remit of the Overview and Scrutiny Committee along with a Work Programme Prioritisation Protocol to assist in the development of a Work Programme for 2019/2020.

**2.0 MATTERS FOR CONSIDERATION/DECISION**

Members of the Overview and Scrutiny Committee are requested to:

Agree and set an Annual Work Programme for the 2019/2020 Municipal Year, in accordance with Committee's remit, previous work and the Work Programme and Prioritisation Protocol.

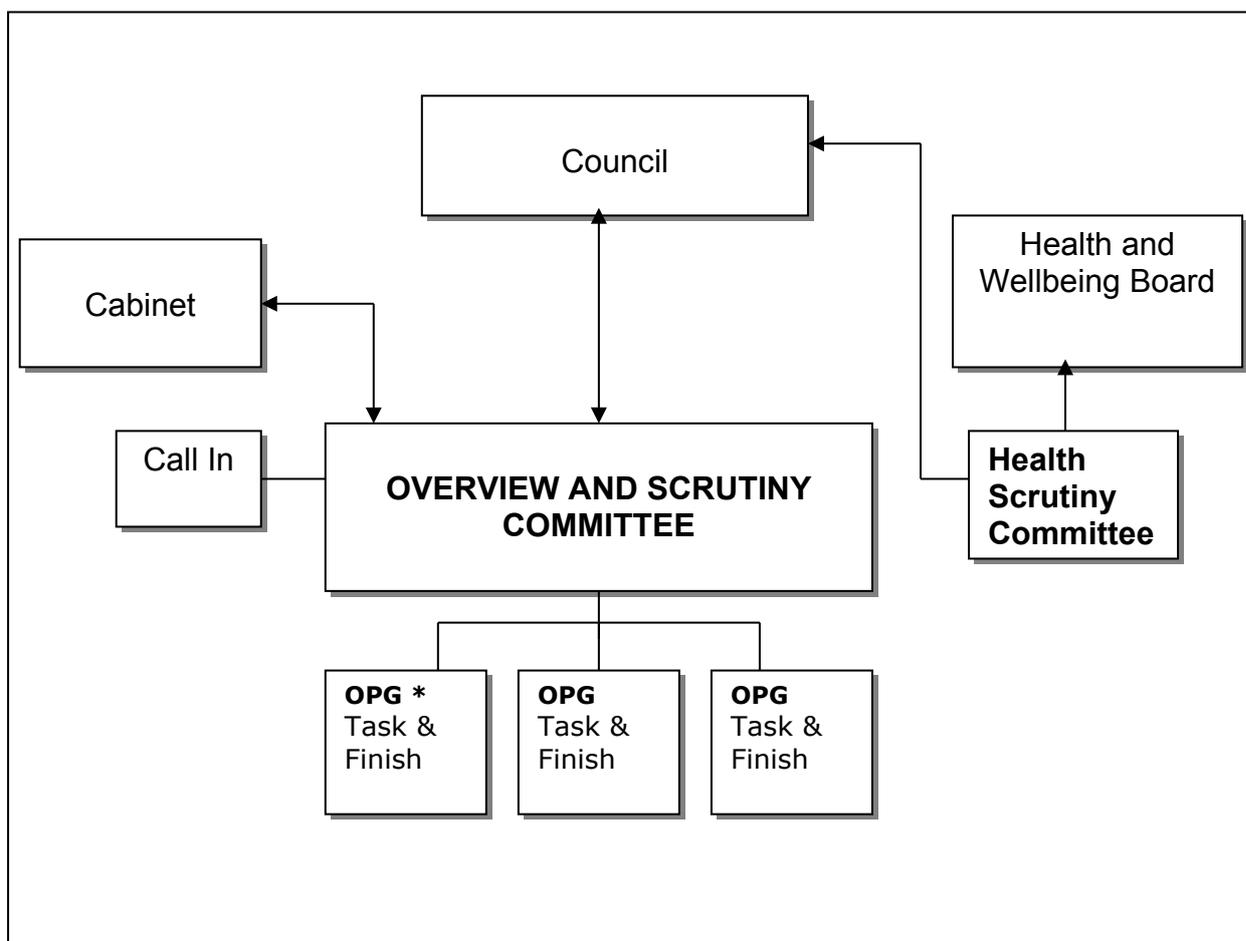
**3.0 OVERVIEW AND SCRUTINY COMMITTEE****3.1 Terms of reference**

- To review and scrutinise the decisions made or actions taken in connection with the discharge of any of the Council's functions.
- To review and scrutinise the performance of the Council in relation to its policy objectives, performance targets and all particular service areas.
- To set up, appoint and monitor Scrutiny Panels (set up to carry out reviews of policies, services or the impact of decisions).
- To make recommendations to the Cabinet and/or appropriate Committee and/or Council arising from the outcome of the Scrutiny process.
- To review or scrutinise decisions made or other action taken in connection with the discharge by the responsible authorities of their crime and disorder functions.

- Oversight of the provision, planning and management of the Council's resources including its budget, revenue borrowing assets and audit arrangements.
- Oversight of the Council's corporate plans and strategies and the monitoring of the corporate plan and departmental plans.
- To scrutinise outside bodies and partners relevant to the Council.
- To receive all reports from external inspectors.

## 3.2 Scrutiny Structure

The current scrutiny structure was adopted by Full Council on 28 March 2012, based on the findings of a review carried out by the Overview Management Committee. The structure makes provision for the setting up of time-limited task and finish Scrutiny Panels to carry out detailed work into specific topics. These Panels will be set up and monitored by the Overview and Scrutiny Committee, with membership drawn from all backbench Councillors. The diagram below sets out the current scrutiny structure.



\* Overview Project Group

**4.0 WORK PROGRAMME 2019/2020**

- 4.1 The Overview and Scrutiny Committee is required to set a work programme for 2019/2020.
- 4.2 A well thought out and effective Work Programme will allow work to be time-tabled to ensure completion and help determine when and what resources may be needed.
- 4.3 Within the Programme it is important to ensure that there is the capacity to provide an urgent response to issues that arise during the year and need to be dealt with at short notice. Scrutiny of Key Executive decisions will form a large element of the Committee’s work during the year and it is important that flexibility is built into the Work Programme to allow for this to take place.
- 4.4 To assist in the development of an outcome focussed, measurable, realistic and timely Work Programme, a Prioritisation Protocol is set out below. The Protocol sets out some initial questions to be asked of proposed topics and includes further questions and filters to help achieve a prioritised and deliverable work programme.

**4.0 SUGGESTED ITEMS ARISING FROM LAST YEAR**

During last year’s work, the Committee’s work programme included the following items:

<b>Corporate Financial Monitoring Reports</b>
<b>Performance Progress Reports</b>
<b>Treasury Management Reports</b>
<b>Highways Maintenance</b>
<b>Children’s Safeguarding (OPG)*</b>
<b>Street Cleaning &amp; Fly Tipping</b>
<b>Managing Parks and open Spaces – City of Trees update</b>
<b>Air Quality</b>
<b>Update on Devolution</b>
<b>Council owned car parks and parking spaces</b>
<b>Waste Management</b>
<b>Education Performance Update</b>
<b>SEN update</b>
<b>Permanent Exclusions from Schools</b>
<b>Central Schools Budgets</b>
<b>Lifelong Learning</b>
<b>Recruitment to senior positions and the use of consultants</b>

Some of the above, particularly the financial and performance reporting mechanisms, will form part of this coming year’s programme as a matter of course. The above list does not represent all the issues looked at during the year as consideration was also given to the issues of Ombudsman complaints regarding the Council and Children’s Services complaints, the Committee also received information relating to the management of Radcliffe Hall Primary School.

## 5.0 CONCLUSION

The information contained in this report provides an outline of the terms of reference for the Overview and Scrutiny Committee along with a Work Programme Prioritisation Protocol to assist in setting an outcome based, focussed, balanced and deliverable work programme based on the priorities of Bury Council and its residents.

- 5.1 Members of Overview and Scrutiny Committee may wish to invite Executive Directors to the initial meeting of the 2019/2020 Municipal Year where they can discuss their department's priorities for the forthcoming year and issues that the Overview and Scrutiny Committee may want to review.

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### CONTACT DETAILS:

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**Date:** 14 May 2019

### **Prioritising Topics for Scrutiny**

When deciding which items to include on the Scrutiny Work Programmes it can sometimes become confusing and difficult to identify the topics which are most important or worthy of scrutiny.

#### **Section 1 - At the outset**

When topics have been identified as possible Scrutiny Work Programme items, Members and their support Officers should ask the following of each topic identified;

- **Does the issue have a potential impact for one or more sections of the population?** Yes – Leave on Work Programme
- **Is the issue strategic and significant?** Yes – Leave on Work Programme
- **Is there a clear objective for scrutinising this topic?** Can objective be identified – Yes leave on Work Programme
- **Is there evidence to support the need for scrutiny?** Yes – Leave on Work Programme
- **What are the likely benefits to the Council and its customers? What do we hope to achieve?** If identifiable – Leave on Work Programme
- **Are you likely to achieve a desired outcome?** Can benefits to Council and customers be achieved?
- **What are the potential risks?**
- **Are there adequate resources available to do the activity well?**
- **Is the Scrutiny activity timely?** Yes – Leave on Work Programme

#### **Section 2 – Criteria to Reject**

Once the questions above have been answered and the topics are still included on the Work Programme, Members should move onto the following rejection filters:-

Reject if;

- The issue is being examined elsewhere e.g. officer group, other Councillor group.
- Issue was reviewed less than 2 years ago
- New legislation or guidance expected within the year
- No scope for scrutiny to add value/make a difference
- The objective cannot be achieved in the specified timescale
- Changes are currently being /have recently been implemented

#### **Section 3 – Prioritisation of Topics**

The following questions should be asked when looking to prioritise potential work programme items.

#### **Public interest**

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- Has the issue been identified by Members through surgeries and other contact with constituents?(on how many occasions – more occasions warrants a higher score).
- Has a user dissatisfaction with the service been identified? (complaints).
- Topic identified through Market Surveys/Citizens Panel.
- Has the issue been covered in the local media?

### **Internal Council priority**

- Council Priority area?
- There is a high level of budgetary commitment to the service/policy area (as percentage of total expenditure)
- There has been a pattern of budgetary overspends
- The service is a poor performer (evidence from performance indicators/benchmarking).

### **External Factors**

- Central Government priority area
- Issues raised by External Audit Management Letter/External Audit Reports.
- Key reports or new evidence provided by external organisations on key issue.