

**Report to:** Environmental Services Scrutiny  
Committee

**Date:** 9<sup>th</sup> February, 2011

**Report of:** Director of Chief Executive's  
Department

**Report No:**

**Contact Officer:** Ian D Mulholland

**Tele No:** 01204 331037

**Report Title:** **Identification of Issues for Scrutiny / Annual Work Programme**

**Confidential /  
Non Confidential:**  
(delete as approp)

**(Non-Confidential)** This report does **not** contain information which warrants its consideration in the absence of the press or members of the public

**Purpose:**

**To provide Members with a copy of the previously agreed Committee Work Programme, updated on a rolling basis.**

Also, to provide Members with suitable criteria to assist in the selection of the issues for the Scrutiny Committee to receive reports on or investigate further during the current municipal year.

**Recommendations:**

To note and comment on the Work Programme for 2010/11.

**Decision:**

**Background  
Doc(s):**

The attached report includes a timetabled list of issues identified by the Committee as ones they would like to investigate over the current municipal year.

# Background Information

## 1.0 Choosing Issues

At the Committee Work Programme Meeting, held at the beginning of the municipal year, the matters set out in 1.1 and 1.2 below were borne in mind when setting the programme. Members of the Committee are asked to refer to these issues when considering additional items for consideration during the municipal year.

### 1.1 Key Factors in Assessing Relevance of Issues for Scrutiny

#### Relevance

- The Policy highlighted for Scrutiny is under the remit of the Scrutiny Committee.
- That the planned scrutiny has an impact in improving services to better meet the needs and expectations of residents/customers.
- Ensure that the policy, action, or organisation is not being scrutinised elsewhere.

#### Public Interest

- There is evidence of significant Bolton wide public interest in this topic.
- It is a “high profile” topic for specific Bolton wide communities or interest groups.
- The review would need to give an opportunity for the people of Bolton to have a say.

#### Impact

- The review will have a significant impact on the well-being of the public of Bolton.
- The issue has implications for diversity, equality, and social inclusion.
- This could make a big difference to the way services are delivered.
- This could make a big difference to the way resources are used.

#### Performance

- Is Performance particularly good/bad?

### 1.2 Identification of Criteria to Evaluate the Appropriateness of Issues for Scrutiny Panels

The review of whether a subject is suitable for scrutiny should consider:

- Relevance
  - Would a review be replicated by any other internal or external review process?
  - Is the service or issue a national government priority?
  - Have there been national changes to policy?
  - Is the issue of significant interest to the Bolton wide public?
  - Would there be a significant impact on a particular community? (both interest and locality)

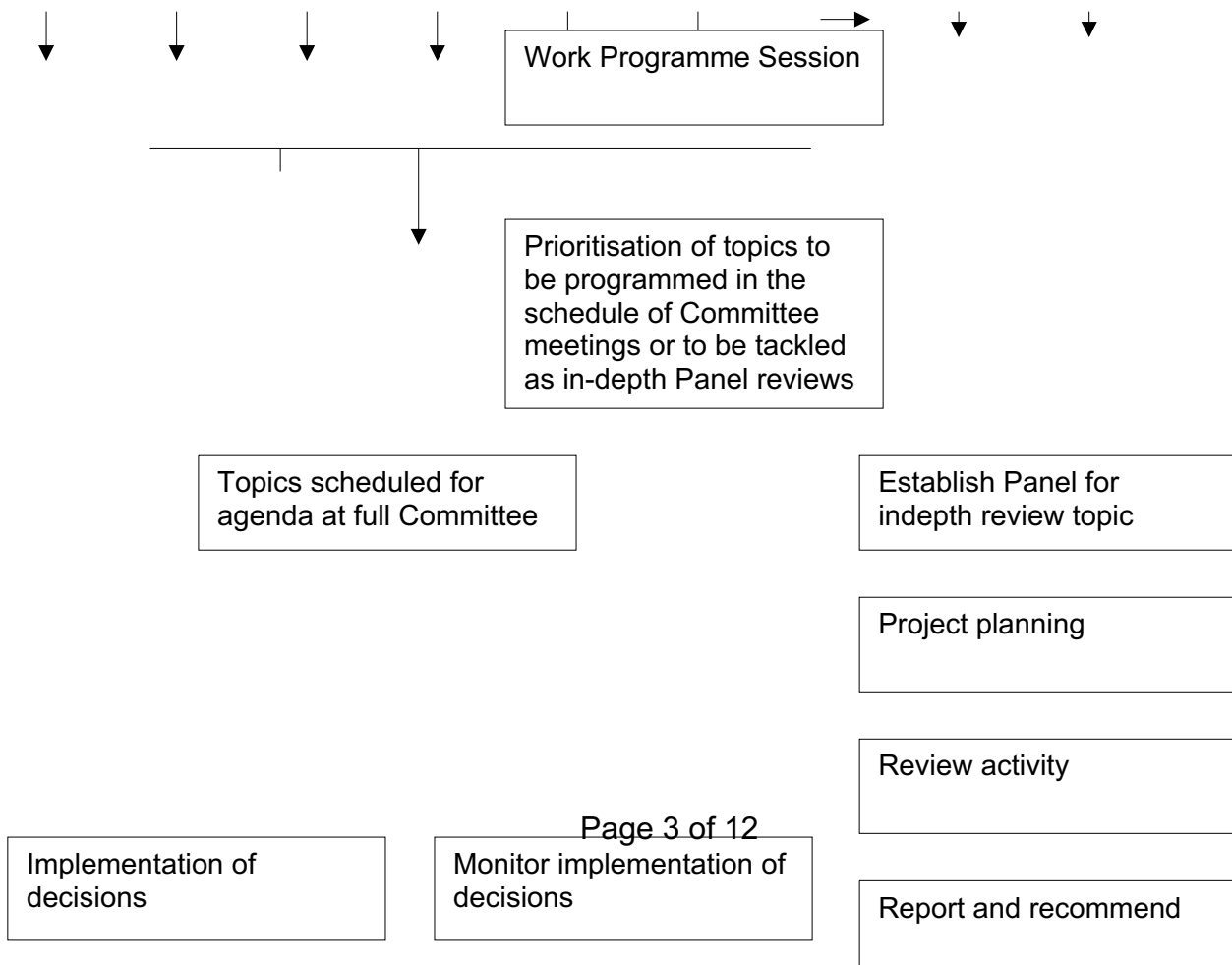
- Have there been local changes to policy?
  - Is it an area of poor performance?
  - Is it an area of outstanding performance?
  - Is there a pattern of budgetary overspend in service area?
  - Has there been a change to the remit of our arms length bodies?
- Potential Impact of a Review
    - Is it possible for the Scrutiny Panel to make a valuable contribution?
    - Are there sufficient resources both in terms of finance and officer availability to have a tangible impact?

### 1.3 The Council's Key Aims and Change Programme Themes

It is also worth keeping in mind the Council's Key Aims and Change Programme Themes when considering Committee Work Programmes.

Attached at **Appendix One** is a schedule which Members can use as an aid to the identification of items for consideration by the Committee.

### 1.4 Planning and Managing the Committee Workload



Monitor implementation of  
recommendations

**2.0 An informal meeting of the Committee took place on Monday 7<sup>th</sup> June, 2010 to consider a detailed presentation from the Director of Environmental Services on the key issues / challenges facing the service in the forthcoming year and Mr Dade Hashdi on behalf of the Community Safety Manager in relation to scrutiny of the Crime and Disorder Reduction Partnership.**

**The meeting was attended by Councillors Mrs. Fairclough (Chairman), Wild (Vice-Chairman), Chadwick, A. Connell, Francis, Harkin, Iqbal, Pickup, Radlett, J. Walsh and D. A. Wilkinson and Malcolm Cox, Dave Hashdi, Sue Johnson, Janet Pollard and Ian Mulholland.**

**During the presentation the Committee debated key issues and indicated that they would like to see the work programme include the following and this was approved by the Committee at it's first meeting in June.**

## **2.2 Environmental Services Scrutiny Committee Work Programme**

23rd June, 2010	<ul style="list-style-type: none"> <li>• <b><u>Queens Park</u></b></li> </ul> <p><b>A presentation updating the Committee on the regeneration scheme and informing the Committee of the consequences if the Council decided to reduce its budget input into to the regeneration scheme, particularly in relation to match funding.</b></p> <ul style="list-style-type: none"> <li>• <b><u>Greater Manchester Waste Private Finance initiative Contract</u></b></li> </ul> <p><b>An update presentation and what this means for Bolton and funding arrangements</b></p> <ul style="list-style-type: none"> <li>• <b><u>Committee Work Programme</u></b></li> </ul> <p><b>To present to the committee details of the proposed Committee work programme following the event held on Monday 7<sup>th</sup> June, 2010.</b></p>
	<ul style="list-style-type: none"> <li>• <b><u>Value for Money, Efficiencies, Savings and Grants</u></b></li> </ul>

<p>18<sup>th</sup> August, 2010</p>	<p><b>This is going to one of the key themes during the forthcoming Municipal Year and the Committee needs to have the capacity in its work programme to respond to HM Government budget announcements and in terms of Executive Member decisions at a local level.</b></p> <ul style="list-style-type: none"> <li>• <b><u>Winter Gritting</u></b></li> </ul> <p><b>At a recent meeting of Council the membership of the new Scrutiny Panel was appointed. Clarification is sought from members on the remit of the Panel. Clearly one aspect is the lessons learnt from the difficult winter of 2009/10.</b></p>
<p><b>22<sup>nd</sup> September, 2010 at 4.30pm. (CDRP)</b></p>	<ul style="list-style-type: none"> <li>• <b><u>Service Standards for Vulnerable People</u></b></li> </ul> <p><b>A report around meeting what residents want in terms of vulnerable people including victims of anti-social behaviour and domestic abuse. This would include relevant performance measures and the attendance of relevant key external stakeholders.</b></p> <ul style="list-style-type: none"> <li>• <b><u>Involvement of the Third Sector in the Crime and Reduction Partnership Work</u></b></li> </ul> <p><b>A report in terms of who is involved and how making a difference is measured.</b></p> <p><b>The second meeting will review further progress in terms of the above two issues and follow up on any Committee recommendations made at the time.</b></p>
<p>6<sup>th</sup> October, 2010</p>	<ul style="list-style-type: none"> <li>• <b><u>Sports Leisure Facilities and Sports Pitches</u></b></li> </ul>

	<p style="text-align: center;"><b><u>in Parks</u></b></p> <p><b>A report to Members explaining the usage and maintenance issues to include other relevant information in order to assist Members in their understanding and enable them to recommend possible interventionist measures to the Executive Member.</b></p> <ul style="list-style-type: none"> <li>• <b><u>Performance and financial Monitoring Reports</u></b></li> </ul> <p><b>Standard reports in this regard presented on a quarterly basis. This meeting will consider the outturn reports and quarter one. Members may want to express a view on what performance information is presented to future meetings. Some Members expressed a desire for a short report which highlights the difficult to achieve targets / wicked issues and the interventionist measures in place.</b></p> <ul style="list-style-type: none"> <li>• <b><u>Traffic Lights and UTC</u></b></li> </ul> <p><b>Matters around the effectiveness of traffic light settings in the Borough, issues around impact and their control from Manchester. Relevant external officers to be invited to be held to account in this regard.</b></p> <ul style="list-style-type: none"> <li>• <b><u>Winter Gritting Scrutiny Panel</u></b></li> </ul> <p><b>To provide members with details of the recent meeting of the Winter Gritting Scrutiny Panel which was re-established to review arrangements during the last winter.</b></p>
<p>1<sup>st</sup> December, 2010</p>	<ul style="list-style-type: none"> <li>• <b><u>Value for Money, Efficiencies, Savings and Grants</u></b></li> </ul> <p><b>An update in terms of any budget option changes being proposed and possible impacts following the Comprehensive Spending review.</b></p>

	<ul style="list-style-type: none"> <li>• <b><u>Bereavement Services</u></b></li> </ul> <p><b>Details of the current service, the strategy going forward and drivers for change and the possible impact and funding of new initiatives and technologies.</b></p> <ul style="list-style-type: none"> <li>• <b><u>Performance and financial Monitoring Reports</u></b></li> </ul> <p><b>Reports for quarter two.</b></p>
9 <sup>th</sup> February, 2011	<ul style="list-style-type: none"> <li>• <b><u>Waste and Fleet Modernisation</u></b></li> </ul> <p><b>A report explaining the potential benefits to the Council in terms of the potential links /shared services with other Councils.</b></p> <ul style="list-style-type: none"> <li>• <b><u>City Region</u></b></li> </ul> <p><b>Information concerning the envisaged effects on transport governance. This item would also need to involve the appropriate Members / Officers from outside the Council eg AGMA / GMITA and the Council's rep on this body.</b></p> <ul style="list-style-type: none"> <li>• <b><u>Environmental Services Budget Reports, 2010/11.</u></b></li> </ul> <p><b>To consider the proposed budget reports for the service which will have been considered by the relevant Executive Members and prior to the Budget Council.</b></p>
<b>24<sup>th</sup> February, 2011 at 4.30pm (CDRP)</b>	<p><b><u>This meeting will review further progress in terms of the issues considered at the September 22<sup>nd</sup> meeting and follow up on any Committee recommendations made at the time.</u></b></p>
6 <sup>th</sup> April, 2011	<ul style="list-style-type: none"> <li>• <b><u>Value for Money, Efficiencies, Savings and Grants</u></b></li> </ul>



	<p><b>This is going to one of the key themes during the forthcoming Municipal Year and the Committee needs to have the capacity in its work programme to respond to HM Government budget announcements and in terms of Executive Member decisions at a local level.</b></p> <ul style="list-style-type: none"> <li>• <b><u>United Utilities</u></b></li> </ul> <p><b>This seems to be an annual item to this Scrutiny to which the relevant officers from United Utilities are invited and are held to account in terms of key issues like –</b></p> <ol style="list-style-type: none"> <li><b>1. Partnership working with the Council.</b></li> <li><b>2. Sub-station maintenance.</b></li> <li><b>3. Road surface repairs following UU works.</b></li> </ol> <p><b>Sunken manhole covers.</b></p> <ul style="list-style-type: none"> <li>• <b><u>Performance and financial Monitoring Reports</u></b></li> </ul> <p><b>Standard reports in this regard presented on a quarterly basis. This meeting will consider the quarter three report.</b></p> <ul style="list-style-type: none"> <li>• <b><u>Ashburner Street Market</u></b></li> </ul> <p><b>Item around interventionist measures to improve market access such as additional parking.</b></p> <ul style="list-style-type: none"> <li>• <b><u>Town Centre Metro</u></b></li> </ul> <p><b>A look at the effectiveness of this service including its route</b></p>
--	---

### 3.0 Evaluating the Work of Scrutiny Panels

Evaluating the work of Scrutiny Panels will become increasingly important to aid the Council in determining what works well and in terms of Government expectations.

Evaluating the panel and monitoring implementation:-

1. At their last meeting, all panels include an item in which they look back on the panel's work and evaluate its effectiveness. Panel members' views of what has and has not been effective is noted so that it can be taken on board for future panels.
2. Once the report has been received by the Executive it is sent out to all those who contributed to the panel's work along with a short evaluation form asking contributors about their experience of the scrutiny panel, from the adequacy of administrative arrangements to the standard of interaction with the panel and their views on the final report. The published report is put on the web site and also sent to all libraries and is provided on request to anyone who wants a copy.
3. Ultimately the real effectiveness of the panel must be measured by the difference it makes to outcomes. This remains extremely hard to evaluate given that there may be many changes occurring within a particular service area at any one time due to any number of reasons and these can all have an impact on residents' lives. Singling out the effect of the implementation of scrutiny panel recommendations is therefore very difficult.
4. However, care should be taken to ensure that those recommendations that are agreed by the Executive are implemented.

This should be done via a standard Decision Monitoring Schedule which will be implemented this municipal year.

In certain circumstances it may though be necessary to write off some outstanding recommendations. This may be because implementation was initially agreed in principle, subject to funding being approved but despite attempts to locate sources there is no reason to think that funding will be available in the near future. It could also be because legislation or internal changes had altered the shape of a service to such an extent that some recommendations had become obsolete.

### Criteria to Aid Topic Selection – Appendix One

<b>Title of suggested review:</b>					
<b>Criteria</b>					<b>Score</b>
<b>Will it duplicate recent or planned work?</b>	<b>NO</b> If NO, go to Q.1	<b>YES</b> If YES, go to DECISION			
<b>CUSTOMER INVOLVEMENT</b>					
<b>Q1. Is there evidence that customers/residents have raised this as an issue that needs to be addressed?</b>	0	1	3	5	
<b>Q2. Does this suggestion lend itself to a review in which the customer/resident can contribute significantly?</b>	0	1	3	5	
<b>Q3. Will this proposal result in services which better meet the needs and expectations of customers/residents?</b>	0	1	3	5	
<b>IMPROVEMENT AND PERFORMANCE</b>					
<b>Q4. Will this proposal improve the council's performance in line with our cleaner, greener, safer and stronger ambitions?</b>	0	1	3	5	
<b>Q5. Will the proposal help us to achieve the Council Plan priorities?</b>	0	1	3	5	
<b>VALUE FOR MONEY</b>					
<b>Q6. Will the proposal help the council to reduce cost and improve efficiency. i.e. better VFM?</b>	0	1	3	5	
<b>Q7. Is there evidence that we are either a) performing at a high cost or b) performing poorly in this area?</b>					
<b>TOTAL SCORE</b>					
<b>How does suggested review score against this criteria?</b>					
<b>DECISION</b>					
<b>Should the suggested review be added to the work programme, and if so, how should it be carried out?</b>	Short-listed for Scrutiny review?	Request a report/Add to the work programme as an agenda item?/ appoint a rapporteur		No further action?	

