

## SCRUTINY COMMITTEE

### AGENDA

**Meeting to be held in the Civic Centre (Committee Room No. 1) on Thursday, 11<sup>th</sup> July, 2013 at 5.30 p.m.**

#### Membership

Cllrs, Bonallie, Howe, Kay, T. Martin, Shattock, Tate, Waller and N. Wright

Co-opted Members - Ms A. Blakey, Ms R. Elliott and Ms. H. Harper

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	Report of the Executive Director of Commercial and Corporate Services (copy attached).	

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6. **Capital Programme Outturn 2012/13 and First Capital Review 2013/14 (Including Treasury Management)** 19

Report of the Executive Director of Commercial and Corporate Services (copy attached).

#### **Part B – Scrutiny Business**

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Report of the Chief Executive (copy attached).

#### **Part C – Scrutiny Lead Member Update**

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Joint Report of the Lead Scrutiny Members (copy attached).

#### **Part D – Health Substantial Variations to Service**

No items

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No items

E. WAUGH,  
Head of Law and Governance,  
Civic Centre,  
SUNDERLAND.

3<sup>rd</sup> July, 2013.

**At a meeting of the SCRUTINY COMMITTEE held in the CIVIC CENTRE on THURSDAY, 13<sup>th</sup> JUNE, 2013 at 5.30 p.m.**

**Present:-**

Councillor Tate in the Chair

Councillors Bonallie, Howe, T. Martin, Shattock and N. Wright.

Prior to the commencement of the formal business, the Chairman welcomed Councillor Debra Waller the new Scrutiny Lead Member for Children's Services who was attending her first meeting as a member of the Scrutiny Committee.

**Apologies for Absence**

Apologies for absence were received from Councillor Kay and from Ms. R. Elliott.

**Minutes of the Last Ordinary Meeting of the Committee held on 25<sup>th</sup> April and of the Extraordinary Meetings held on 16<sup>th</sup> April and 13<sup>th</sup> May, 2013**

1. RESOLVED that the minutes of the last ordinary meeting of the Scrutiny Committee held on 25<sup>th</sup> April and of the Extraordinary meetings held on 16<sup>th</sup> April and 13<sup>th</sup> May 2013 (copies circulated), be confirmed and signed as correct records.

**Declarations of Interest (including Whipping Declarations)**

There were no declarations of interest made.

**Future Library Services**

The Chief Executive submitted a report (copy circulated), which introduced a Cabinet report on the future Library Services (copy circulated separately following the publication of the Cabinet agenda).

(for copy reports – see original minutes).

Mr. Neil Revely, Executive Director of Health Housing and Adult Services presented the report together with Julie Gray, Head of Community Services and Julie McCann, Library Operations Manager. Members were informed of :-

- a) the results of the recent consultation programme regarding the future of the library services
- b) proposals for a new service model to deliver a new vision for library services taking into account the consultation programme results

- c) the proposed approach to the final stage of consultation on the future service model and implementation milestones.

The Chairman then invited questions from Members. He asked that members restricted their comments to City wide issues rather than individual ward concerns. Ward issues could be addressed as part of the local aspect of the final consultation programme.

In response to an enquiry from the Chairman, Mr Revely advised that it would be neither practical nor feasible, given the timescales, to have every aspect of the proposed new service model in place before the planned closure of the existing facilities identified. Implementation would be incremental and be subject to the letting of contracts etc, however as much as possible of the new model would be in place at the time of the planned introduction date in October, 2013.

Councillor N. Wright noted the withdrawal of the mobile library service and expressed concern at the potential for this to exacerbate social isolation especially amongst the elderly. She asked what arrangements would be put in place to prevent this. Ms Gray advised that the vehicle was suffering a number of mechanical problems and that there was an element of duplication with the Books on Wheels Service. Individuals who regularly used the mobile service had been contacted and signposted to the Books on Wheels Service. Stocks of books had also been placed in sheltered accommodation.

Councillor Wright further asked how the new model would be reviewed once implemented. Ms McCann advised that the new service would be monitored and reviewed on a daily, weekly and monthly basis including usage, opening hours and possible alternatives. Consultation would continue regarding the community outreach and the content of stock provided would be reviewed. For example the stock placed in Children's Centres was currently aimed at children and parents but that could change as a result of feedback received. Mr Revely added that the service would be monitored from day one and tweaks made as required prior to a formal review by the panel.

The Chairman requested that a report reviewing the operation of the new service be brought back to the Committee 12 months following the implementation of the new model.

Councillor Shattock stated that she was not at all happy with the report before the Committee and expressed concern that members had only received the lengthy Cabinet report 24 hours prior to this evenings meeting. It was unreasonable to expect members to have read and digested its contents in such a short timeframe. She believed that the process was meaningless, drawing members' attention to the list of dates and milestones in the Cabinet report as an indication that the decisions had already been made.

She mourned the loss of the Carnegie Libraries and stated that they were at the centre of communities and extremely important to the elderly and disabled. The loss of these libraries would leave whole communities such as Southwick centreless. Fulwell and Bunnyhill were being offered as alternatives however Bunnyhill was difficult to access being at the top of a steep hill. Councillor Shattock stated that the Government was decimating the Council which was public service not a business. It was a 'nonsense' to continue to expect local authorities to do more with less. She

believed the proposals were draconian and in the wider scale of things that the estimated savings of 850,000 were a drop in the ocean.

Councillor T. Martin paid tribute to the commitment and hard work of the library staff and thanked them for the services they had provided. He also regretted the loss of the Carnegie Libraries and hoped that the buildings could be preserved in some way. He acknowledged that access, especially for the elderly and disabled, had become an issue in some of the older buildings. He highlighted the excellent accessibility of Ryhope library and proposed it as a model for the future.

Councillor Howe recalled the hours of enjoyment he'd experienced at Hendon library. He concurred with Councillor Shattock's view that the Government were decimating Local Authority finances but added that this had resulted from the failings of the banking system. He believed that the proposed closure of the 9 libraries would do little to deliver much in the way of savings but acknowledged that the library service needed to become more efficient and recognise the increasing pace of technological change in the twenty first century.

Councillor Bonallie stated that the library service as we know it had been designed for a different age and was now in decline. The Council could not afford to be sentimental. The financial and technological landscape had changed. Change would come and the Council would need to adapt accordingly. It could not hold back forever.

Mr Revely having replied to the comments raised by Members, at the instance of the Chairman, it was:-

2. RESOLVED that the report be received and noted and that Cabinet be advised that the Scrutiny Committee commented as follows :-

"Library provision continues to be an important service for our communities however the economic situation we find ourselves in means that we have no choice but to look at different ways of delivering services to residents. Having scrutinised the proposals the Scrutiny Committee is in support of the development of a new service which makes the best use of the resources we have available to us to target those who would benefit most from them. We are also pleased to note that with regard to the retained static provision all residents will have access within a 2 mile radius of their home and that the proposed future arrangements account for almost 88% of the overall visits to library buildings last year."

### **Children's Services Scrutiny Panel Referral: Children and Adolescent Mental Health Services (CAMHS) Update**

The Children's Services Scrutiny Lead Member submitted a report (copy circulated) providing the Scrutiny Committee with an update on the findings and recommendations from the Children's Services Scrutiny Panel in relation to a commissioned item from the Committee regarding concerns over waiting times for CAMHS Tier 2 and Tier 3 support.

(for copy report – see original minutes).

Councillor Debra Waller, The Children's Services Scrutiny Lead Member, presented the report outlining the following conclusions reached by the Panel.

The Children's Service Scrutiny Panel recognised the work and progress the Children and Young People Service had made in taking over part of the CAMHS service from previous service providers.

The Panel also acknowledged the robust monitoring arrangements that had been developed and implemented in the new service contract specifications. The series of KPI's, monthly monitoring meetings and performance data would ensure that the new service was transparent and accountable.

The Panel also felt it worthwhile to continue to monitor the situation and chart the progress of the Children and Young People Service in meeting targets around waiting times.

In response to an enquiry from Councillor Norma Wright regarding the composition of the Monitoring Group, Meg Boustead Head of Safeguarding advised that it had recently changed and now comprised of representatives from North of Tyne and Wear Foundation Trust, the Clinical Commissioning Group, South Tyneside and Sunderland.

Councillor Christine Shattock, acknowledged that the new provider would require time to clear the backlog but that the Committee would be expecting to see the situation improve thereafter.

Ms Boustead thanked the Panel for their investigation and advised that the Committee's interest had served to raise the profile of CAMHS within the Trust.

3. RESOLVED that the findings and recommendations from the Children's Services Scrutiny Panel in relation to concerns over waiting times for CAMHS Tier 2 and Tier 3 support be received and noted and that the Children's Services Scrutiny Panel receive two further updates in December 2013 and April 2014.

### **Composition of the Supporting Scrutiny Panels 2013/14**

The Chief Executive submitted a report (copy circulated) in respect of the above matter. Helen Lancaster, Scrutiny Coordinator, briefed members on the commissioning model for Scrutiny in Sunderland and the revised membership of the Panels for 2013/14. The model would allow for a more focused, flexible and responsive function in challenging times.

(For copy report – see original minutes).

4. RESOLVED that:-

- i) The report be received and noted and;
- ii) The proposed membership of the informal Scrutiny Panels detailed in appendix 2 of the report be endorsed.

## **Notice of Key Decisions**

The Chief Executive submitted a report (copy circulated) providing Members with an opportunity to consider those items on the Executive's Notice of Key Decisions for the 28 day period from 21 May 2013.

(for copy report – see original minutes).

The Chairman asked any Members having issues to raise or requiring further detail on any of the items included in the notice, to contact the Scrutiny Co-ordinator, Helen Lancaster for initial assistance.

5. RESOLVED that the Notice of Key Decisions as detailed above be received and noted.

## **Urgent Item**

In accordance with Section 100(B) of the Local Government Act 1972, the Chairman stated that the following item was to be considered at this meeting as a matter of urgent business in order that no unnecessary delay was caused to the delivery of the Policy Reviews.

## **Annual Work Programme for 2013-14**

The Chief Executive submitted a report (copy circulated) which sought the determination of the annual Scrutiny work programme for 2013-14 including the selection of policy reviews to be undertaken by the Scrutiny Lead Members and their supporting Panels.

(For copy report – see original minutes).

Helen Lancaster, Scrutiny Coordinator, presented the report and drew Members' attention to the draft Work Programme as detailed in appendix 1 and the shortlist of Policy Review topics as detailed in appendix 2.

Each Scrutiny Lead Member together with their supporting Scrutiny Officer provided a brief presentation on the development of the proposed Policy Review Topics and discussion ensued thereon.

Councillor Norma Wright, with regard to the Children's Services Panel's review of Child Obesity, expressed concern that its scope was potentially too broad and suggested that it could benefit from a narrower focus. The Chairman requested that Councillor Waller and Nigel Cummings, Scrutiny Officer give consideration to this and once the review had been scoped that the Chairman and Vice Chairman were again consulted. In addition the Chairman asked whether any thought had been given to the undertaking of a second review.

The Chairman having thanked Ms Lancaster for her report and the Scrutiny Lead Members for their presentations it was :-

6. RESOLVED that:-

- (i) Approval be given to the draft Annual Scrutiny Work Programme for 2013-14 and that emerging issues be incorporated as and when they arose throughout the year; and
- (ii) Approval be given to the list of suggestions for policy reviews (subject to the discussion detailed above) and that the relevant Scrutiny Lead Members be commissioned to undertake this policy review work, as part of the Annual Scrutiny Work Programme, and
- (iii) The Scrutiny Committee receives regular updates on the progress of the work of the Lead Scrutiny Member and the supporting Panels through the Lead Scrutiny Member Update mechanism.

The Chairman then closed the meeting having thanked Members and Officers for their attendance and contributions to the meeting.

(Signed) R.D. TATE,  
Chairman.

**SCRUTINY POLICY REVIEWS 2012/13:  
RESPONSE FROM CABINET – 19 JUNE 2013**

**REPORT OF THE CHIEF EXECUTIVE**

**1. PURPOSE OF THE REPORT**

1.1 The purpose of this report is to provide feedback from the Cabinet meeting held on 19 June 2013, regarding three of the second round of scrutiny policy reviews undertaken by scrutiny in 2012/13.

**2. BACKGROUND INFORMATION**

2.1 The Scrutiny Committee is responsible for considering feedback from relevant portfolio holders on Cabinet’s consideration of the policy reviews undertaken by the scrutiny panels and how it intends to deliver the recommendations of each panel.

2.2 Cabinet considered the Final Reports on 19 June as follows:-

Scrutiny Panel	Policy Review	Responsible Portfolio Holder
Skills Economy and Regeneration	Delivery of Apprenticeships in Sunderland ( <b>Appendix 1</b> )	Cllr Paul Watson (Leader) <i><b>Cllr Harry Trueman to provide feedback</b></i>
Responsive Services and Customer Care	Domestic Violence ( <b>Appendix 2</b> )	Cllr Harry Trueman (Deputy Leader)
Children’s Services	Increasing Young People’s Involvement in Service Design and Delivery ( <b>Appendix 3</b> )	Cllr Pat Smith (Children’s Services)

2.3 This report provides feedback from the Portfolio Holders following Cabinet’s consideration of, and decisions in relation to, each of the scrutiny panels’ recommendations.

2.4 Following the Scrutiny Committee’s consideration of feedback from Cabinet on each of the Policy Reviews of 2012/13, progress towards completion of the actions contained within each Action Plan will be monitored on an annual basis by the Committee.

**3. RESPONSE FROM CABINET TO THE POLICY REVIEW**

3.1 Following consideration of the Final Reports, Cabinet approved the recommendations in their entirety. Details of the Policy Review recommendations and proposed actions to be taken are provided in the Action Plans attached at **appendices 1-3**.

3.2 Cabinet thanked the Scrutiny Lead Members, Scrutiny Panels and its officers for undertaking the policy review and additional work.

#### **4. RECOMMENDATIONS**

4.1 That the Committee:-

(a) Notes the proposed actions detailed within the Action Plans appended to this report (**Appendices 1-3**) and seeks clarification on content where felt appropriate; and

(b) Refers each of the action plans to the relevant panels for further consideration.

#### **5. BACKGROUND PAPERS**

5.1 The following background papers were used in the preparation of this report:-

(i) Cabinet Agenda; 19 June 2013.

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## Appendix 1

### Skills, Economy and Regeneration Scrutiny Panel; Delivery of Apprenticeships in Sunderland: Policy Review recommendations 2012/13

Ref	Recommendation	Action	Owner	Due Date	Progress Commentary
(a)	That the Council examines the measures available to increase apprenticeship opportunities, particularly higher level apprenticeships, in key sectors of the city's economy	<p>(i) Update the Memorandum of Understanding (MOU) and associated Action Plan between the National Apprenticeship Service (NAS) and Sunderland City Council</p> <p>(ii) Organise and host Sunderland City Council Supply Chain Event</p> <p>(iii) Council representatives will continue to participate in/provide input to the regional working group, which is responsible for establishing the North East LEP area Apprenticeship Hub</p>	<p>Stephanie Rose, Associate Policy Lead, SPPM</p> <p>Teresa Palmer, Head of Corporate Recruitment</p> <p>Stephanie Rose, Associate Policy Lead, SPPM</p>	<p>Sept 2013</p> <p>April 2014</p> <p>Sept 2013</p>	Progress update to be given as part of the Scrutiny Committee's Annual Monitoring of Scrutiny Recommendations
(b)	That the Council and the National Apprenticeship Service (NAS) agree a set of actions that are geared to meeting the specific needs of the city	<p>(i) Update the Memorandum of Understanding (MOU) and associated Action Plan between the National Apprenticeship Service (NAS) and Sunderland City Council (See also Ref. a (i) )</p>	Stephanie Rose, Associate Policy Lead, SPPM	Sept 2013	Progress update to be given as part of the Scrutiny Committee's Annual Monitoring of Scrutiny Recommendations
(c)	That further work be initiated to	(i) Monitor and review the	Dave Barber,	March 2014	Progress update to be given as part of the

	understand the Post-16 Destinations of learners in the city	<p>progress and outcomes being made in delivering priority outcomes and targets including:</p> <p>Raising participation in line with government targets for 2013 and 2015;</p> <p>Increasing young people in Education, Employment and Training (EET);</p> <p>NEET and Not Known figures</p> <p>Key Stage 4 and Key Stage 5 student destinations (as presented in Department for Education Destination Measures tables);</p> <p>Apprenticeship opportunities; and</p> <p>Youth employment data</p> <p>(ii) Officers within Strategy Policy and Performance Management (SPPM) will incorporate Post-16 Destination Measures data returns within the Quarterly Performance Report for the Participation and Engagement Group of the Education Leadership Board.</p>	<p>16-19 Manager, Children's Services (<i>via the Chair of the Participation and Engagement Group</i>)</p> <p>Mike Lowe, Head of Performance, SPPM</p>		Scrutiny Committee's Annual Monitoring of Scrutiny Recommendations
<b>(d)</b>	That the Council confirms its continuing support for the inclusion of Social and Economic	(i) When relevant to the subject matter, social value benefits will be considered for services	Karen Alexander, Employment	Sept 2014	Progress update to be given as part of the Scrutiny Committee's Annual Monitoring of Scrutiny Recommendations

	<p>Clauses into its planning and procurement processes</p>	<p>(specifically over the EU threshold) at the pre-procurement stage and during the procurement. A systematic tool to be developed to consider social value when setting evaluation criteria, contract scope and performance regimes. Colleagues within Business Investment and Corporate Procurement will work closely with commissioners to ensure a value for money approach is followed when assessing contract opportunities. <i>(See also Ref. (e) - Work Programme: Policy Review Action Plan)</i></p> <p>(ii) Led by the Aim 4 Group, steps will be taken to encourage other partners in the city to incorporate Social and Economic clauses in development contracts. <i>(See also Ref. (e) - Work Programme: Policy Review Action Plan)</i></p>	<p>and Training Manager</p> <p>Vince Taylor, Head of SPPM <i>(via the Chair of Aim 4 Group)</i></p>		

## Appendix 2

### Responsive Services and Customer Care Scrutiny Panel; Domestic Violence: Policy Review recommendations 2012/13

Ref	Recommendation	Action	Owner	Due Date	Progress Commentary
	<b>That the Council:-</b>				
(a)	Undertakes to work with partners to consider the way in which the approach to domestic violence is coordinated strategically across the city	Meet key individual partners to reclarify policy and strategic co-ordination arrangements  engage with the Specialist Domestic Violence Court to identify if support for performance improvement is required	Stuart Douglass	Sept 2013	To be provided as part of the Annual Monitoring of Scrutiny Recommendations
(b)	Considers how it can raise the awareness of frontline staff and ward councillors across the city to improve signposting to domestic violence services for victims	Produce frontline staff and member briefing note  Promote the online training facility  Make available training/seminar for members	Stuart Douglass	Nov 2013	As above
	<b>That the Safer Sunderland Partnership:-</b>				
(c)	Reviews how domestic violence crime is reported to ward councillors and local people in community forums	Statistics and performance data to be made available at area level  Written report to be made available at area level every 6 months	Stuart Douglass	July 2013  From September 2013	As above
(d)	Delivers the improvement activities detailed within the Safer Sunderland Partnership Delivery Plan within the specified timescales as follows:-				As above

(i)	Improve information sharing between healthcare services and domestic violence providers by raising awareness of domestic violence amongst a range of health professionals and strengthening the linkages between health and domestic violence	Review current arrangements and develop improvement plan	Stuart Douglass	September 2013	
(ii)	Engages with schools and young peoples services to improve young people's awareness of the warning signs around abuse in teenage relationships and the support available;	(ii) Pilot the 'I have the right' film and resource pack in each area of the city, evaluate the pilot and amend the resource pack; then roll out the resource pack to all schools in the city and relevant non-school settings; and promote the resource widely to a variety of key audiences within Sunderland and the wider region	Kelly Henderson and Julie Smith	By end of September 2013	
(iii)	Utilises the findings of the Health Needs Assessment undertaken by the PCT to enhance its understanding of domestic violence in the city, map current provision and inform future service planning and commissioning intentions, having particular regard to the needs of BME victims	Consider the Health Needs Assessment when complete and ensure findings are considered by the Safer Sunderland Partnership Board and incorporated into the Partnership Strategic Intelligence Assessment 2013.	Stuart Douglass	December 2013	

### Appendix 3

#### Children's Services Scrutiny Panel; Increasing Young People's Involvement in Service Design and Delivery: Policy Review recommendations 2012/13

Ref	Recommendation	Action	Owner	Due Date	Progress Commentary
(a)	That Children's Services explore the potential for an information sharing support mechanism between schools to share examples of best practice in relation to the operation and performance of school councils and also look at the development of links between school governing bodies and young people	<ul style="list-style-type: none"> <li>Update provided to all schools at Headteacher Termly meetings in June regarding progress on the participation agenda.</li> <li>Seek nominations from schools to be involved in best practice review.</li> <li>Encourage governing bodies to consider how they involve children and young people representatives in governance matters. A report to be included in the next Termly Agenda Booklet.</li> <li>Invite Governor representatives to future meeting of the Children's Trust Advisory Network (CTAN) to seek their views as to how young people would wish to be engaged by Governing Bodies.</li> </ul>	B Scanlon	June 2013	To be provided as part of the Annual Monitoring of Scrutiny Recommendations
			B Scanlon	June 2013	
			A Rowntree	Sept 2013	
			A Rowntree	Sept 2013	
(b)	That Scrutiny Members consider the possibility of the Scrutiny Committee or representative Scrutiny Panel being actively involved in Takeover Day 2013	<ul style="list-style-type: none"> <li>Participation and Engagement Officer to ensure that an invitation is forwarded to Scrutiny Committee to participate in Takeover Day 2013</li> </ul>	J Wheeler / J Peuch	November 2013	As above
(c)	That consideration is given, by the Communications Team, to the appointment of a Participation and Engagement Champion to promote	<ul style="list-style-type: none"> <li>Corporate Affairs and Communications to provide a comms rep. Name tbc once comms team reorganised under</li> </ul>	S Meredith	November 2013	As above

	and support the work of participation and engagement within the Communications Team;	People, Place, Economy.			
<b>(d)</b>	To explore how the views of young people can be best represented in the statutory governance arrangements of the Sunderland Health and Wellbeing Board and the Sunderland Safeguarding Children's Board	<ul style="list-style-type: none"> <li>• Invite representatives of both Boards to work with CTAN to develop links to ensure that their views can be taken into account when decisions are being made.</li> <li>• Sunderland Safeguarding Children Board to work with Young Inspectors to assess the effectiveness of their processes.</li> </ul>	J Peuch  J Peuch	Dec 2013  June 2013	As above

REFERENCE FROM CABINET – 19 JUNE 2013

REVENUE BUDGET OUTTURN FOR 2012/2013 AND FIRST REVENUE REVIEW  
2013/2014

REPORT OF THE HEAD OF LAW AND GOVERNANCE

**1. Purpose of this Report**

- 1.1 To set out for advice and consideration of the Committee an aspect of the report on the Revenue Budget Outturn for 2012/2013 and First Revenue Review 2013/2014 namely requesting the Council to approve the transfer of funds.

**2. Background and Current Position**

- 2.1 The Cabinet, at its meeting on 19 June 2013, gave consideration to a report of the Executive Director of Commercial and Corporate Services. The report gave details of the Provisional Revenue Budget Outturn for 2012/2013 and First Revenue Review 2013/2014.

- 2.2 Copies of the 19 June 2013 Cabinet agenda were circulated to all Members of the Council.

- 2.3 In relation to 2012/2013 Cabinet :

- approved the contingency and reserve transfers as set out in the report;
- approved the final account decisions as set out in the report and authorised the Executive Director of Commercial and Corporate Services to finalise any outstanding revenue financing issues or Final Accounts decisions, in consultation with the Leader and Cabinet Secretary.

In relation to 2013/2014, Cabinet approved the proposed contingency transfers and budget transfers set out in the report.

- 2.4 In accordance with the Council's Budget and Policy Framework certain transfers are referred to Scrutiny Committee for advice and consideration, prior to seeking Council approval.

The attached at Appendix A sets out the relevant extract from the Cabinet report, which refers to the transfer of £6.031m underspending on the budget in 2012/2013 to the Strategic Investment Reserve to support one off transitional costs arising from the implementation of budget savings proposals in 2013/2014 and future years.

**3. Conclusion**

- 3.1 The matter at 2.4 is referred to this Committee for advice and consideration. The comments from the Scrutiny Committee will be reported to Council on 24 July 2013.

#### **4. Recommendation**

- 4.1 The Scrutiny Committee is invited to give advice and consideration on the issue of transfer as set out in the attached extract.

#### **5. Background Papers**

- 5.1 Cabinet Agenda, 19 June 2013.
- 5.2 A copy of the Agenda is available for inspection from the Head of Law and Governance or can be viewed on-line at:-

<http://www.sunderland.gov.uk/committees/cm5/Meetings/tabid/73/ctl/ViewMeetingPublic/mid/410/Meeting/8003/Committee/1636/Default.aspx>

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Revenue Budget Outturn For 2012/2013 and First Revenue Review 2013/2014

Cabinet Meeting 19th June 2013

Extract of Report

Virements over £55,000 for the Final Quarter 2012/2013

**Proposals for Reserves and Provisions**

3.8 In accordance with approval by Cabinet in January it is proposed that the remaining £6.031 million underspend identified in 3.6 is transferred to the Strategic Investment Reserve to support one off transitional costs arising from the implementation of budget savings proposals in 2013/2014 and future years.

	<b>Transfer From £000</b>	<b>Transfer To £000</b>
General Balances	6,031	
Transfer to :		
Strategic Investment Reserve		6,031
<b>TOTAL</b>	<b>6,031</b>	<b>6,031</b>

REFERENCE FROM CABINET – 19 JUNE 2013

**CAPITAL PROGRAMME OUTTURN 2012/2013 AND FIRST CAPITAL REVIEW 2013/2014 (INCLUDING TREASURY MANAGEMENT)**

**Report of the Head of Law and Governance**

**1. Purpose of the Report**

- 1.1 To set out for advice and consideration of this Committee an aspect of the report on the Capital Programme Outturn 2012/2013 and First Review 2013/2014 (including Treasury Management), namely requesting the Council to approve the variations in of the capital programme for both years to include additional schemes with an estimated cost in excess of £250,000.
- 1.2 Members' views will contribute to the consultation process.

**2. Background and Current Position**

- 2.1 The Cabinet, at its meeting held on 19 June 2013, gave consideration to a report of the Executive Director of Commercial and Corporate Services. The report sets out:-
- the Provisional Capital Programme Outturn for 2012/2013;
  - the outcome of the First Capital Programme Review for 2013/2014 taking account of the Capital Programme Outturn;
  - changes made to the Capital Programme 2013/2014 since its approval;
  - an update on the outturn position for 2012/2013 and progress in implementing the Treasury Management Borrowing and Investment Strategy for 2013/2014.
- 2.2 The Cabinet was asked to approve, and where necessary recommend to Council, the inclusion of additional schemes or variations to existing schemes for 2012/2013 and 2013/2014 detailed in the extracts, as a variation to the Capital Programme.
- 2.3 Copies of the 19 June 2013, Cabinet Agenda have been made available to all Members of the Council.
- 2.4 In relation to the Capital Programme outturn for 2012/2013 Cabinet agreed to:
- approve, and where necessary recommend to Council, the inclusion of additional expenditure for 2012/2013 as included at Appendix A and
  - note the overall Provisional Capital outturn position for 2012/2013 and authorise the Executive Director of Commercial and Corporate Services to finalise any outstanding capital financing issues in consultation with the Leader and Cabinet Secretary

In relation to the Capital Programme first review for 2013/2014 Cabinet agreed to:

- approve amendments in resourcing the Capital Programme since it was approved by Council in March 2013, and

- approve and where necessary recommend to Council, the inclusion of additional expenditure for 2013/2014 detailed at and B, and
- approve a contract variation in excess of £250,000 for the Customer Service Network Platform.

In relation to the Treasury Management Strategy Cabinet agreed to note the positive progress in implementing the 2013/2014 Treasury Management Strategy and Prudential Indicators.

- 2.5 The proposed variations to the Capital Programmes to include additional schemes costing over £250,000 is also being referred to Scrutiny Committee for its advice and consideration, prior to seeking Council approval.

The attached Appendix A sets out the relevant extracts from the Cabinet Report which outlines the additional schemes with an estimated cost in excess of £250,000 in 2012/2013 and 2013/2014.

### **3. Conclusion**

- 3.1 The report is referred to Scrutiny Committee, for advice and consideration in the context of inclusion of the additional schemes for 2012/2013 and 2013/2014 costing over £250,000 which are set out in the relevant extracts at Appendix A). Comments from the Scrutiny Committee will be reported direct to Council on **24 July 2013**.

### **4. Recommendation**

- 4.1 The Scrutiny Committee is invited to give advice and consideration to Council on the proposed variation to the Capital Programme for 2012/2013 and 2013/2014 to include additional schemes with an estimated cost in excess of £250,000..

### **5. Background Papers**

- 5.1 Cabinet Agenda, 19 June 2013.
- 5.2 A copy of the Agenda is available for inspection from the Head of Law and Governance or can be viewed on-line at:-

<http://www.sunderland.gov.uk/committees/cm5/Meetings/tabid/73/ctl/ViewMeetingPublic/mid/410/Meeting/8003/Committee/1636/Default.aspx>

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**Capital Programme Outturn 2012/2013 And First Capital Review 2013/2014  
(Including Treasury Management)**

**Cabinet Meeting 19<sup>th</sup> June 2012**

***Extract of Report***

	<b>£000</b>
<b>Variations to the 2012/2013 Capital Programme in excess of £250,000</b>	
<b>Health, Housing and Adults</b>	
DECC Fuel Poverty Fund – fully funded by DECC grant Following a successful bid, the Department of Energy and Climate Change announced in January 2013 new funding to address fuel poverty by delivering thermal efficiency improvements in hard to reach properties in Southwick, Millfield and Hendon. This funding was to be spent in 2012/2013, and the amount allocated to Sunderland was £0.505m, with £0.015m of this to be spent on revenue items and £0.490m on capital.	490
<b>Further Technical Adjustment</b>	
Equal pay capitalisation Direction received on 3 <sup>rd</sup> June 2013 from DCLG which gives consent to the council to treat certain Equal Pay liabilities up to £18.819m as capital expenditure in 2012/2013	18,819
<b>Variations to the 2013/2014 Capital Programme in excess of £250,000</b>	
<b>Leader</b>	
Crowtree Redevelopment Prior to demolishing the Crowtree Leisure Centre a survey was undertaken to establish potential costs of demolition. Required works not originally planned for, such as DDA compliance for the walkway, and other costs have led to an increase of £1.118m in 2013/2014 compared to that programmed. This cost can be fully funded from prudential borrowing and slippage elsewhere in the Capital Programme. All works are scheduled for completion by March 2014.	1,118
<b>Cabinet Secretary</b>	
Seafront Strategy – fully funded from BIG Communities Grant and Reserves An award of £2.000m in February 2013 from the BIG Coastal Communities Fund will enhance and accelerate works identified within the Seafront Regeneration Strategy. Additionally final tenders for phase 2 of the Seafront Strategy were £0.325m higher than anticipated. An examination of the capital programme has enabled these costs to be fully funded from underspendings on the former Vaux Site Advanced Works.	2,325
<b>Responsive Services and Customer Care</b>	
Customer Service Network Platform – fully funded from Reserves Investment in the Customer Service Network Platform of £0.465m in 2013/2014, has been provided to deliver improved and more efficient services. The developments include enhanced telephony functionality that will consist of an automated switchboard, enhanced voicemail linked to safeguarding and voice recording, whilst ensuring full compliance with statutory requirements, combined with greater accessibility via the web and delivery of mobile working. This can be fully funded from reserves set aside for this purpose.	465

**PUBLIC HEALTH, WELLNESS & CULTURE SCRUTINY PANEL  
POLICY REVIEW – ROLES, RELATIONSHIPS AND ADDING VALUE**

**Report of the Lead Scrutiny Member for Public Health Wellness and Culture**

**1. Purpose of Report**

- 1.1 This report describes the outcome of a review which considered the roles and relationships of health bodies within the new structures and the development of a partnership protocol.

**2. Background**

- 2.1 During 2012 the Scrutiny Committee commissioned the Public Health, Wellness and Culture Scrutiny Panel to carry out a review of the role of the local authority in health issues, primarily the transfer of public health into the local authority.
- 2.2 One of the conclusions of that review was that a partnership protocol would help to provide clarity of roles and relationships and would assist new working arrangements.
- 2.3 The evidence gathering for that review highlighted that the Department of Health's public health strategy emphasises that the shift to local authorities should increase accountability. This should incorporate existing governance structures, including the work of overview and scrutiny and also embrace new roles and relationships, particularly through the coordinating role of the health and wellbeing board.
- 2.4 The Scrutiny Committee subsequently endorsed a recommendation to Cabinet that a health protocol should be developed.

**3. Development of a Protocol**

- 3.1 The objectives were:
- To understand the independent, but complementary, roles and responsibilities of local authority health scrutiny, local Healthwatch, health and wellbeing board, clinical commissioning group and NHS Commissioning Board.

- To produce a partnership protocol in support of the new structure being effective, accountable, transparent and inclusive.
- 3.2 Scrutiny members considered national policy context - structures, roles and responsibilities, Health Scrutiny Regulations and Guidance and governance arrangements and terms of reference for the various bodies.
- 3.3 The protocol (attached as **Appendix 1**) includes sections on information sharing, communication, engagement reporting mechanisms and organisational liaison.

#### **4. Consultation**

- 4.1 Consultation was carried out with all signatories to a draft protocol during April 2013.
- 4.2 All signatories commented that the document would be very useful and all were keen to ensure the document was robust. There was particular support for the inclusion of an information sharing agreement and this was enhanced with the commitment to share forward plans.
- 4.3 The largest number of comments were around public / patient engagement and how the protocol could be used to support and facilitate public access to information and the way that patients' views were received and used, including the voice of children and young people.

#### **5. Conclusion and Recommendations**

- 5.1 The Centre for Public Scrutiny is encouraging local authorities to establish similar partnership agreements and a number of regional events are being held for scrutiny members to use their experience of policy development to carry out the relevant evidence gathering to contribute to the production of a protocol.
- 5.2 The Committee is asked to endorse the partnership protocol prior to referral to the Health & Wellbeing Board.

#### **6. Background Papers**

Agenda Papers Public Health, Wellness & Culture Panel January - April 2013

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Sunderland Clinical Commissioning Group



## **A protocol for working together between :**

- **Sunderland Overview and Scrutiny**
- **Sunderland Health & Well-Being Board**
- **Sunderland Healthwatch**
- **Sunderland Clinical Commissioning Group**
- **NHS England**

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# Joint Statement

This protocol has been developed by the above parties in recognition of the importance placed on working together effectively, recognising that there are shared and mutual benefits of doing so, and in recognition of the legal duties and responsibilities placed on organisations in relation to:

- Meeting local needs
- Improving the health and well-being of the local population
- Being representative of the views of the local population
- Providing value of money
- Being accountable to service users

Set within the context of a common and significant set of challenges, we can only achieve our aims by working together.

We will seek to create a sense of common purpose and alignment between all those working across the health and social care system. We will seek to support a shared system of innovation and joint planning, underpinned by a commitment to commissioning focused around the needs of patients, users of care services and communities.

Collaboration must go beyond the words written in this document: it will be embedded into the way we work.

Signed on behalf of

Signed on behalf of

Signed on behalf of

Signed on behalf of

## **Introduction**

All signatories to this protocol have clear and distinct roles. This protocol outlines the responsibilities and duties of each and provides a framework for all signatories to work together with the aim of reducing unnecessary administrative burdens and duplication.

It provides an overarching framework for joint working, and particularly, an information sharing agreement between partners in the first year of operation. This will be essential to assure effective, rapid and timely exchange of information between each partner and supports the other information sharing protocols which are in place in Sunderland between partner agencies.

This protocol does not override the statutory duties and powers of any organisation and is not enforceable in law.

## **Principles**

The signatories are committed to putting people first and, in ensuring that services meet the needs of the people using the services, we will:

- Be committed to ensuring the quality of services provided
- Have open and transparent dealings with each other
- Work in partnership to improve services
- Use resources effectively and efficiently
- Ensure individual activities are complementary and reduce duplication

All parties to this protocol acknowledge the principle of putting patients, service users, carers and local people at the centre of everything we do through embedding public engagement activity at all levels and that this is reflected in decision-making processes.

## **Ways of Working**

### ***Between HWBB and CCGs***

HWBBs have a strategic influence over commissioning decisions across health, public health and social care. CCGs must demonstrate they have taken on board the priorities of the JHWB Strategy in the delivery of commissioning decisions. The HWBB will agree a forward plan which will determine which commissioning decisions need to come to HWBB at the appropriate stage in the commissioning process,

### ***Between decision makers (HWBB/CCGs) and Scrutiny***

Scrutiny is responsible for ensuring that decisions relating to the planning and delivery of health care are accountable to residents. This includes the statutory responsibility on health bodies to consult health scrutiny on proposals for substantial developments or variations to the local health service. Decision takers will ensure that scrutiny is informed of and able to effectively scrutinise key decisions of the HWBB, CCGs and NHS England.

Scrutiny also engages actively with service users and HWBB may wish to refer issues to health scrutiny in order for those issues to be fully investigated, and to provide recommendations for improvement. Many scrutiny reviews have identified recommendations aimed at reducing health inequalities and it has been demonstrated that NHS commissioners have been able to use the evidence that has been gathered when designing services to provide an extra level of assurance as to the quality of their services. There would be a mutual benefit in the HWBB considering recommendations from scrutiny policy reviews.

### ***Relationship between NHS England, HWBB/CCG and Healthwatch***

Healthwatch is responsible for ensuring that the citizens have a voice in the planning, commissioning and delivery of health and social care services. Healthwatch has a scrutiny and challenge function in relation to local commissioners and providers and will provide a level of accountability in the decision-making process through membership of the HWBB.

### ***Relationship between Healthwatch and Health Scrutiny***

Health Scrutiny and Healthwatch serve complementary roles in ensuring that health and social care is accountable to, and meets the needs of, local residents. Both Scrutiny and Healthwatch have a responsibility to monitor the quality and performance of service provision. Local Healthwatch will be able to alert Healthwatch England to concerns about specific care providers. CQC and NHS England will work with local scrutiny to hold providers to account. Healthwatch may refer social care matters to scrutiny when deemed appropriate.

## **Information Sharing Arrangement**

### ***Principles of information sharing:***

- Information will be communicated in a timely way ensuring adherence to good practice and agreements or constitutional or legislative timescales on consultation.
- Information will be communicated in plain language, in an appropriate format and exclude the use of jargon, acronyms, concepts, or anything that is not generally understood by partners and/or our local population.

All parties to this protocol will seek to communicate information with each other in a way that enables each organisation to carry out its functions effectively. Partners to this protocol will reserve the right to define what constitutes relevant information in the context of forward and strategic planning within their own organisation however the basis of this protocol is a presumption that information is to be shared.

In particular parties to this protocol will endeavour to share:

- a) Information relating to circumstances where changes to services are to be made. This may be within the definitions of substantial variations of service (see Appendix 2).
- b) Proposals for plans, policies and strategies (this may be in the context of shared annual work programmes)
- c) Information on progress against improvements and the quality of services provided
- d) Development of commissioning intentions
- e) Information of proposed public or user/carer engagement and consultation plans (in accordance with requirements of the Duty to Involve) and, where appropriate, significant health, well-being and social care issues arising from engagement activity.
- f) Draft reports where appropriate in order to ensure accuracy.

## Engaging with service users

All parties to this protocol recognise that they have both joint and separate approaches to engaging with service users and members of the public. Wherever possible all parties will ensure that such health, well-being and social care engagement activity is jointly planned and co-ordinated within the partnership and individual frameworks of the parties, to ensure maximum coverage and capacity, to avoid duplication and 'consultation fatigue' and to ensure appropriate quality and outcomes.

## Implementation and Review

The protocol may be amended at any time by agreement between partners. The protocol will be reviewed and evaluated, and where appropriate, the protocol will be updated to take account of any changes to legal responsibilities.

Reviews will be undertaken by the scrutiny function and a tool for checking progress is attached as Appendix 3.

The first review of the Protocol will take place in six months.

## **Key to Abbreviations**

**JHWBS** – Joint Health & Well-Being Strategy

**JSNA** – Joint Strategic Needs Assessment

**HWBB** – Health & Well-Being Board

**HW** - Healthwatch

**OSC** – Overview and Scrutiny

## Role and Function of Individual Bodies

### Overview and Scrutiny

Overview and Scrutiny has the powers to:

- Hold decision makers to account
- Challenge and improve performance
- Support the achievement of value for money
- Influence decision makers with evidence based recommendations
- Bring in the views and evidence of stakeholders, users and citizens

Councillors on scrutiny committees have a unique democratic mandate to act across the whole health economy. Scrutiny has a clear role at every stage of the commissioning cycle, from needs assessment through commissioning to service delivery and evaluation of health outcomes. Scrutiny members are responsible for holding decision makers, i.e. HWBB, Commissioners i.e. CCGs Council's, NHS England and providers, to account ensuring that:

- the planning and delivery of healthcare reflects the views and aspirations of local communities (by scrutiny of JSNA, JHWB Strategy, Commissioning Plans & Delivery strategies)
- all sections of a local community have equal access to health services; (by scrutiny of organisations, service delivery, performance against outcomes)
- all sections of a local community have an equal chance of a successful outcome from health services ( by bringing together views across the system, examining priorities and funding decisions across an area to help tackle inequalities and identify opportunities for integrating services)
- proposals for substantial service change are in the best interests of local people (NHS bodies have a statutory responsibility to consult health scrutiny on proposals for substantial developments or variations to the local health service).

The Sunderland Scrutiny Committee is governed by terms of reference set out in Sunderland City Council's Constitution – Part 2, Article 6.

### Health & Well-Being Board

The Health and Social Care Act 2012 required local authorities to set up health and wellbeing boards as committees of the council by April 2013. They are therefore to be treated as if they were committees appointed by the council under section 102 of the Local Government Act 1972.

The intention, however, is that HWBB will be different from the normal council committee as they are meant to be forums for collaborative local leadership. Health and wellbeing boards have strategic influence over commissioning decisions across health, public health and social care.

Health and wellbeing boards are forums where key leaders from the health and care system work together to improve the health and wellbeing of their local population and reduce health inequalities. Health and wellbeing boards are made up of clinical commissioning groups, local authorities, representation from the area team of NHS England, patient representatives, public health, local Healthwatch and children's and adult social care leaders to shape local health and care services, decide how they will be commissioned and support joined-up working across health and care services.

The HWBB will develop a shared understanding of the health and wellbeing needs of the community through the Joint Strategic Needs Assessment (JSNA) and develop a joint health strategy for how these needs can be best addressed. This will include recommendations for joint commissioning and integrating services across health and care.

Through undertaking the JSNA, the HWBB will drive local commissioning of health care, social care and public health and create a more effective and responsive local health and care system. Other services that impact on health and wellbeing such as housing and education provision will also be addressed.

HWBB's strengthen democratic legitimacy by involving democratically elected representatives and patient representatives in commissioning decisions alongside commissioners across health and social care. HWBB's will also provide a forum for challenge, discussion, and the involvement of local people.

The Sunderland Health and Well-Being Committee is governed by terms of reference and rules of procedure set out in Sunderland City Council's Constitution – Article 12

### **Sunderland Healthwatch**

The Government's intention for people who use health and social care services is "no decision about me, without me".

Local Healthwatch organisations will provide an authoritative, coordinated local consumer voice to help both commissioners and providers of services to develop high quality responsive services. They will also provide a valuable source of information about services to local people and make sure those who need help to access information in order to make appropriate choices are supported to do

so. They will be the place to go for people who need help to make a complaint about NHS treatment and care

Local Healthwatch will continue the functions previously provided by Local Involvement Networks (LINKs), which cease to exist when Local Healthwatch comes into being. Healthwatch will be the independent consumer champion for the public i.e. service users, citizens, carers and patients, to promote better outcomes in health for all and in social care for adults.

At the local authority level, Local Healthwatch will have a seat on local health and wellbeing boards to influence commissioning decisions by representing the views of local stakeholders. Local Healthwatch will contribute authoritative, evidence-based feedback as part of the commissioning and decision-making for local health and social care services.

As a corporate body, Local Healthwatch will be able to employ its own staff, as well as continue the LINK legacy of recruiting volunteers. Building on the LINKs' functions to involve and engage, to enter and view premises providing care to service users the following list describes the additional functions for local Healthwatch.

- Influencing
- Signposting
- NHS Complaints Advocacy
- The local HealthWatch 'Offer' to Health and Wellbeing Boards, to the Social Care Reform Programme and to the Public Health Reform Programme

Local Healthwatch can help and support Clinical Commissioning Groups and NHS England to make sure that services really are designed to meet citizens' needs. Involvement in developing the JSNA and the JHWS provides an extensive on-going opportunity for community engagement through local Healthwatch and the community and voluntary sector. Both Scrutiny and Healthwatch have a responsibility to monitor the quality and performance of service provision. Local Healthwatch can alert Healthwatch England to concerns about specific care providers. CQC and NHS England will work with local scrutiny to hold providers to account.

## **Healthwatch England**

The Health and Social Care Act 2012 Act provides for the establishment of Healthwatch England as a statutory committee of the Care Quality Commission. Healthwatch England will be a new national body representing the views of users of health and social care services, other members of the public and Local Healthwatch organisations.

## **Sunderland Clinical Commissioning Group**

The Health and Social Care Act 2012 Act makes CCGs directly responsible for commissioning services they consider appropriate to meet local needs. This includes the majority of local hospital and community services. NHS England will directly commission some services including specialised services and primary care services.

CCGs and the NHS England are subject to a number of duties which put patient interests at the heart of everything they do. These include specific duties in relation to promoting the NHS Constitution; securing continuous improvements in the quality of services commissioned; reducing inequalities; enabling choice and promoting patient involvement; securing integration; and promoting innovation and research. CCGs will have to work with local partners to be effective. Both CCGs and the NHS England will be required to obtain advice from people with a broad range of professional expertise.

The 2012 Act contains a number of duties, aimed at aligning CCG commissioning plans with the Joint Health and Wellbeing Strategy: CCGs must involve the health and wellbeing board when preparing their commissioning plan or making revisions to their commissioning plans that they consider significant. In particular, they must give the HWBB a draft of the plan and consult as to whether it considers the draft plan has taken proper account of the local JHWS.

In its annual report, the CCG has a statutory obligation to review the extent of its contribution to the delivery of any local JHWS to which it was required to have regard – in preparing this review the CCG must consult the relevant health and wellbeing board.

Success of a CCG will rely considerably on the support of the constituent local practices, as well as the trust of patients and the public. Patients need to feel confident that commissioning decisions are based on sound clinical evidence and are free from vested interest. The practices represented by the CCG will need to satisfy themselves that they are content with the process followed and decisions taken by their CCG on their behalf. Local accountability is therefore essential.

**NHS England** (formerly known as the NHS Commissioning Board).

NHS England will be responsible for ensuring comprehensive and effective commissioning of services by CCGs.

NHS England will support CCGs by providing guidance and tools to enable them to commission effectively. As outlined above it will also commission those services it would not be possible or

appropriate for CCGs to commission – such as primary care services, although CCGs will play a key role in driving up the quality of primary medical care locally. It is expected that NHS England will support and commission local primary care services which reflect the context of the JHWS and which are developed in consultation with the HWBB.

In undertaking its annual performance assessment of a CCG, NHS England must include an assessment of how well the CCG has met the duty to have regard to the relevant JSNA and JHWS. In conducting the performance assessment, NHS England must consult the health and wellbeing board as to its views on the CCGs contribution to the delivery of any JHWS to which it was required to have regard.

CCGs will be held to account for their decisions by NHS England against a Commissioning Outcomes Framework, which will ensure transparency and accountability for achieving quality and value for money.

### **Substantial variation, consultation and Overview and Scrutiny Committees**

NHS bodies are required to make arrangements to involve and consult patients in planning services, developing and considering proposals. In addition, NHS bodies are required to consult the relevant Overview and Scrutiny Committee (OSC) on any proposals for substantial variations or developments of health services. Where OSCs consider proposals to be substantial variation a 'formal consultation' will take place (12 weeks). There is no standard definition of "substantial", however the key feature relates to whether there is a major change to the patient experience of services. NHS organisations are encouraged to discuss proposals with OSCs at an early stage and establish whether a proposal is considered a substantial variation. Joint Overview and Scrutiny Committees (JOSCs) are established where proposals affect more than one OSC.

The Secretary of State has outlined four tests for service change in the Operating Framework 2010-11. All proposals for reconfiguration of services must demonstrate:

- support from GP commissioners;
- strengthened public and patient engagement;
- clarity on the clinical evidence base; and
- consistency with current and prospective patient choice.

All schemes need to meet these four criteria with the application of a "test of reasonableness".

- Reconfiguration should only happen on the basis of need and a sound clinical case for change
- The quality and safety of patient care should be central to any proposed change
- All proposals must clearly demonstrate how they contribute to the QIPP challenge for the NHS
- Service changes should be in line with the strategic service framework
- Commissioners should normally lead the preparation and consultation on service change proposals
- A senior clinical lead should be identified at the outset, and should have support to help them ensure that clinicians are involved in the development of proposals for change
- Boards are accountable for the formulation and delivery of proposals. They should actively champion proposals at every phase; development, consultation and delivery
- The lead organisation, usually the CCG, has overall accountability and responsibility for the service change and should take its own advice on legal matters relating to the specific service change scheme

Before embarking on the process, it is important to have a clear evidence-based communications and stakeholder engagement strategy (including with staff), which is managed and effectively delivered including putting the results of a consultation into the public domain following its conclusion. There must be effective communication processes in place to respond to and, where necessary correct, any misleading information which enters the public domain, to promote an effective understanding of the proposals for change

Early discussion with Overview and Scrutiny Committees regarding service change is recommended. The local authority retains the power of referral to the Secretary of State to ensure the effective provision of comprehensive health services.



A tool for checking progress

<b>Understanding of roles and responsibilities influences good working relationships and performance</b>	
<b>Indicators – working well</b>	<b>Indicators – not working well</b>
A clear understanding of roles, powers and responsibilities	Lack of distinction of roles and poor understanding of where boundaries lie
Governance documents are easy to understand and are reviewed regularly	Governance documents are out of date and do not support good understanding of roles and responsibilities
An atmosphere of trust, commitment, and open challenge has been developed.	Lack of understanding, engagement, or preparedness has created barriers
Partnership decisions are open to effective scrutiny	Underdeveloped arrangements for scrutiny of partnerships decisions
Shared responsibility and the principal of ‘equality round the table’	Lack of respect for each others roles
Common goals to deliver outcomes	Focus diverted away from achieving outcomes
<b>Behaviour and conduct influence good working relationships and performance</b>	
<b>Indicators – working well</b>	<b>Indicators – not working well</b>
Culture of trust and respect	Mistrust and lack of respect
Commitment to agreed priorities	Relationships too close and decisions made without proper challenge or debate
Prepared to listen to reservations and seek to resolve them	Failure to review and revise ways of working based on sticking points.
Acting consistently within agreed strategic direction	No clear definition of what success will look like and outcomes to be delivered
Partners have the capacity to be fully engaged	Failure to use all skills, knowledge, access to resources of partner groups
Recognition of the value each group brings (through referral, consultation, debate)	Lack of understanding and respect for other partners’ points of view, cultures and structures.
Honesty between all partners, based on sharing, rather than withholding information	
<b>The provision of guidance, information and support influences good working relationships and performance</b>	

Indicators – working well	Indicators – not working well
Recognition of the benefit of developing knowledge and skills and individuals feel well supported by training and guidance	Poor briefing material, information to support decision taking and accountability
Consistent, clear communication, consciously avoiding language which may be specific to individual professions or organisations	Use of organisational and professional jargon
Seeking out examples of good practice, and sharing research.	Insular approach with poor networking
Partners are happy about the accuracy, regularity and timeliness of the information	Weak alignment between partnership and corporate plans, targets and delivery
Expertise is used to collect the views of service users actively, systematically, and imaginatively	Lack of robust user engagement and poor use of service user feedback
information about the way service users and carers feel is collected through everyday service delivery and reported back automatically	limited opportunities or willingness to challenge the performance of partners or give feedback on performance
Arrangements are in place for communications between meetings	Lack of monitoring or evaluation of the effectiveness and impact of partnership
Partnership is supported by an agreed work programme and / or action plan showing who will do what, by when	Poor performance management and lack of ways of dealing with non-performance
Activities effectively support delivery of the desired outcomes	limited use of impact or outcome measures, progress monitoring and reporting tends to focus on input and activity targets rather than outcomes;

**NOTICE OF KEY DECISIONS**

**REPORT OF THE CHIEF EXECUTIVE**

**1. PURPOSE OF THE REPORT**

- 1.1 To provide Members with an opportunity to consider the items on the Executive's Notice of Key Decisions for the 28 day period from 18 June 2013.

**2. BACKGROUND INFORMATION**

- 2.1 Holding the Executive to account is one of the main functions of Scrutiny. One of the ways that this can be achieved is by considering the forthcoming decisions of the Executive (as outlined in the Notice of Key Decisions) and deciding whether Scrutiny can add value in advance of the decision being made. This does not negate Non-Executive Members ability to call-in a decision after it has been made.

- 2.2 To this end, the most recent version of the Executive's Notice of Key Decisions is included on the agenda of this Committee. The Notice of Key Decisions for the 28 day period from 18 June 2013 is attached marked **Appendix 1**.

**3. CURRENT POSITION**

- 3.1 In considering the Notice of Key Decisions, Members are asked to consider only those issues where the Scrutiny Committee or relevant Scrutiny Panel could make a contribution which would add value prior to the decision being taken.
- 3.2 In the event of Members having any queries that cannot be dealt with directly in the meeting, a response will be sought from the relevant Directorate.

**4. RECOMMENDATION**

- 4.1 To consider the Executive's Notice of Key Decisions for the 28 day period from 18 June 2013.

**5. BACKGROUND PAPERS**

- Cabinet Agenda

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28 day notice  
Notice issued 18 June 2013

The Local Authorities (Executive Arrangements) (Meetings and Access to Information) (England) Regulations 2012

Notice is given of the following proposed Key Decisions (whether proposed to be taken in public or in private) and of Executive Decisions (including key decisions) intended to be considered in a private meeting:-

Item no.	Matter in respect of which a decision is to be made	Decision-maker (if individual, name and title, if body, its name and see below for list of members)	Key Decision Y/N	Anticipated date of decision/ period in which the decision is to be taken	Private meeting Y/N	Reasons for the meeting to be held in private	Documents submitted to the decision-maker in relation to the matter	Address to obtain further information
121218/13	To approve a policy to deal with horses tethered on Council land	Cabinet	Y	17 July 2013	N	N/A	Cabinet Report	Governance Services Civic Centre PO Box 100 Civic Centre Sunderland SR2 7DN  <a href="mailto:committees@sunderland.gov.uk">committees@sunderland.gov.uk</a>
130507/08	To seek approval to the Delivery Plan for the proposed regeneration of Hetton Downs	Cabinet	Y	17 July 2013	N	N/A	Cabinet Report	Governance Services Civic Centre PO Box 100 Civic Centre Sunderland SR2 7DN  <a href="mailto:committees@sunderland.gov.uk">committees@sunderland.gov.uk</a>

Item no.	Matter in respect of which a decision is to be made	Decision-maker (if individual, name and title, if body, its name and see below for list of members)	Key Decision Y/N	Anticipated date of decision/ period in which the decision is to be taken	Private meeting Y/N	Reasons for the meeting to be held in private	Documents submitted to the decision-maker in relation to the matter	Address to obtain further information
130507/09	St Peters Landscape Vision. Undertaking an appropriate procurement and to appoint a contractor(s). To approve the capital budget.	Cabinet	Y	17 July 2013	N	N/A	Cabinet Report	Governance Services Civic Centre PO Box 100 Civic Centre Sunderland SR2 7DN  <a href="mailto:committees@sunderland.gov.uk">committees@sunderland.gov.uk</a>
130618/01	To consider a report from the Human Resources Committee regarding a restructuring proposal and to reallocate delegated Executive Functions as appropriate and recommend Council to reallocate delegated Council functions, in order to reflect the proposed structure.	Cabinet	N	17 July 2013	Y	The report is one which relates to an item during consideration of which by Cabinet the public are likely to be excluded under Paragraphs 1 and 2 of Schedule 12A of the Local Government Act 1972, as amended as the report will contain information relating to any individual or information which is likely to reveal the identity of an individual. The public interest in maintaining this exemption outweighs the	Cabinet Report	Governance Services Civic Centre PO Box 100 Civic Centre Sunderland SR2 7DN  <a href="mailto:committees@sunderland.gov.uk">committees@sunderland.gov.uk</a>

Item no.	Matter in respect of which a decision is to be made	Decision-maker (if individual, name and title, if body, its name and see below for list of members	Key Decision Y/N	Anticipated date of decision/ period in which the decision is to be taken	Private meeting Y/N	Reasons for the meeting to be held in private	Documents submitted to the decision-maker in relation to the matter	Address to obtain further information
						public interest in disclosing the information.		
130618/02	To consider the recommendations of the Scrutiny Committee following Scrutiny Panel Policy Reviews	Cabinet	Y	17 July 2013	N	N/A	Cabinet Report	Governance Services Civic Centre PO Box 100 Civic Centre Sunderland SR2 7DN  <a href="mailto:committees@sunderland.gov.uk">committees@sunderland.gov.uk</a>
130618/03	To approve the procurement of Alternative Service Delivery Method – Management of Household Waste Recycling Centre	Cabinet	Y	17 July 2013	N	N/A	Cabinet Report	Governance Services Civic Centre PO Box 100 Civic Centre Sunderland SR2 7DN  <a href="mailto:committees@sunderland.gov.uk">committees@sunderland.gov.uk</a>
130618/04	Leisure Review Update	Cabinet	Y	During the period 17 July to 4 Sept 2013	N	N/A	Cabinet Report	Governance Services Civic Centre PO BOX 100 Sunderland SR2 7DN  <a href="mailto:committees@sunderland.gov.uk">committees@sunderland.gov.uk</a>

Item no.	Matter in respect of which a decision is to be made	Decision-maker (if individual, name and title, if body, its name and see below for list of members)	Key Decision Y/N	Anticipated date of decision/ period in which the decision is to be taken	Private meeting Y/N	Reasons for the meeting to be held in private	Documents submitted to the decision-maker in relation to the matter	Address to obtain further information
130507/10	Future Library Services: Cabinet Report on final proposals and implementation	Cabinet	Y	During the period 17 July to 4 Sept 2013	N	N/A	Cabinet Report	Governance Services Civic Centre PO Box 100 Civic Centre Sunderland SR2 7DN  <a href="mailto:committees@sunderland.gov.uk">committees@sunderland.gov.uk</a>
120923/03	To approve Local Authority Mortgage Scheme	Cabinet	Y	During the period 17 July to 4 Sept 2013	N	N/A	Cabinet Report	Governance Services Civic Centre PO Box 100 Civic Centre Sunderland SR2 7DN  <a href="mailto:committees@sunderland.gov.uk">committees@sunderland.gov.uk</a>
130618/05	To seek approval to commence the procurement process and award contract to provide first tier welfare rights advice.	Cabinet	Y	During the period 17 July to 4 Sept 2013	N	N/A	Cabinet Report	Governance Services Civic Centre PO Box 100 Civic Centre Sunderland SR2 7DN  <a href="mailto:committees@sunderland.gov.uk">committees@sunderland.gov.uk</a>

Item no.	Matter in respect of which a decision is to be made	Decision-maker (if individual, name and title, if body, its name and see below for list of members)	Key Decision Y/N	Anticipated date of decision/ period in which the decision is to be taken	Private meeting Y/N	Reasons for the meeting to be held in private	Documents submitted to the decision-maker in relation to the matter	Address to obtain further information
130618/06	To agree to renegotiate the contractual position with BT for the provision of alarms monitoring services for a period of 3 years.	Cabinet	Y	During the period 17 July to 4 Sept 2013	N	N/A	Cabinet Report	Governance Services Civic Centre PO Box 100 Civic Centre Sunderland SR2 7DN  <a href="mailto:committees@sunderland.gov.uk">committees@sunderland.gov.uk</a>
130618/07	To report on the outcome of the procurement process in respect of the Sunderland Strategic Transport Corridor (SSTC) project	Cabinet	Y	During the period 17 July to 4 Sept 2013	Y	The report is one which relates to an item during consideration of which by Cabinet the public are likely to be excluded under Paragraph 3 of Schedule 12A of the Local Government Act 1972, as amended as the report will contain information relating to the financial or business affairs of any particular person (including the authority holding that information). The public interest in maintaining this exemption	Cabinet Report	Governance Services Civic Centre PO Box 100 Civic Centre Sunderland SR2 7DN  <a href="mailto:committees@sunderland.gov.uk">committees@sunderland.gov.uk</a>

Item no.	Matter in respect of which a decision is to be made	Decision-maker (if individual, name and title, if body, its name and see below for list of members)	Key Decision Y/N	Anticipated date of decision/ period in which the decision is to be taken	Private meeting Y/N	Reasons for the meeting to be held in private	Documents submitted to the decision-maker in relation to the matter	Address to obtain further information
						outweighs the public interest in disclosing the information.		
130319/03	To consider and approve proposals to update the Leisure Facilities Pricing Framework	Cabinet	Y	4 September 2013	N	N/A	Cabinet Report	Governance Services Civic Centre PO Box 100 Civic Centre Sunderland SR2 7DN  <a href="mailto:committees@sunderland.gov.uk">committees@sunderland.gov.uk</a>
130618/08	To consider proposals to introduce new charges for services provided by The Customer Property & Affairs Team	Cabinet	Y	4 September 2013	N	N/A	Cabinet Report	Governance Services Civic Centre PO Box 100 Civic Centre Sunderland SR2 7DN  <a href="mailto:committees@sunderland.gov.uk">committees@sunderland.gov.uk</a>

**Note;** Some of the documents listed may not be available if they are subject to an exemption, prohibition or restriction on disclosure.

Further documents relevant to the matters to be decided can be submitted to the decision-maker. If you wish to request details of those documents (if any) as they become available, or to submit representations about a proposal to hold a meeting in private, you should contact Governance Services at the address below. Subject to any prohibition or restriction on their disclosure, copies of documents submitted to the decision-maker can also be obtained from the Governance Services team PO Box 100, Civic Centre, Sunderland, or by email to [committees@sunderland.gov.uk](mailto:committees@sunderland.gov.uk)

Who will decide;

Cabinet; Councillor Paul Watson; Councillor Henry Trueman; Councillor Mel Speding; Councillor Pat Smith; Councillor Graeme Miller; Councillor John Kelly;  
Councillor James Blackburn; Councillor Celia Gofton

Elaine Waugh  
Head of Law and Governance  
18 June 2013

**ANNUAL WORK PROGRAMME 2013/14****REPORT OF THE CHIEF EXECUTIVE****1. PURPOSE OF THE REPORT**

- 1.1 The report attaches, the work programme for the Committee's work during the 2013/14 council year.
- 1.2 In delivering its work programme, the Scrutiny Committee will support the council in achieving its Corporate Outcomes.

**2. BACKGROUND**

- 2.1 The work programme is a working document which the Committee can develop throughout the year. The work programme allows Members and officers to maintain an overview of work planned and undertaken during the Council year.
- 2.2 At its last meeting, the Scrutiny Committee commissioned the six Lead Scrutiny Members and supporting Panels to undertake a variety of policy reviews. The scoping of the first priority policy review topics is now underway as follows:-

<b>Remit</b>	<b>Policy Review Topic</b>
Children's Services	Child Obesity
City Services	Alcohol and Licensing Control
Health, Housing and Adult Services	Supporting Carers in the City
Public Health, Wellness and Culture	Patient Engagement
Responsive Services and Customer Care	Volunteering: Increasing Community Capacity
Skills, Economy and Regeneration	The Growth and Diversification of the Local Economy

### **3. CURRENT POSITION**

- 3.1 The work programme reflects discussions that took place at the Scrutiny Committee meeting held on 13 June 2013. The current work programme is attached as **Appendix 1**.

### **4. CONCLUSION**

- 4.1 The work programme developed from the meeting will form a flexible mechanism for managing the work of the Committee in 2013/14.

### **5 RECOMMENDATION**

- 5.1 That the Committee notes the information contained in the work programme and consider the inclusion of any proposals for the Committee into the work programme.

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**Contact Officer:** Helen Lancaster, Scrutiny Coordinator  
0191 561 1233 – [Helen.lancaster@sunderland.gov.uk](mailto:Helen.lancaster@sunderland.gov.uk)

REASON FOR INCLUSION	13 JUNE D/L 04.06.13	11 JULY D/L 02.07.13	12 SEPTEMBER D/L 03.09.13	10 OCTOBER D/L 01.10.13	7 NOVEMBER D/L 29.10.13	5 DECEMBER D/L 26.11.13	16 JANUARY D/L 07.01.14	13 FEBRUARY D/L 04.02.14	13 MARCH D/L 04.03.14	17 APRIL D/L 11.04.14
<b>Cabinet Referrals and Responses</b>		Portfolio Holder Response to Policy Reviews 2012/13  Revenue Budget Outturn for 2012/2013 and First Revenue Review 2013/2014  Capital Programme Outturn 2012/2013 and First Capital Review 2013/2014 including Treasury Management	Portfolio Holder Response to Policy Reviews 2012/13  Children and Young People Plan-Annual Report 2012/13  Youth Justice Plan 2013/14	Proposal for Budget Consultation 2014/15  Budget Planning Framework 2014/15 and Medium Term Financial Strategy 2012/13 – 2015/16  Capital Programme and Revenue Budget Second Review 2014/15  Food Law Enforcement Plan			Revenue Budget 2014/15 Proposals  Revenue Budget Third Review 2013/14  Capital Programme and Revenue Budget Second Review 2014/15	Budget and Service Reports:  Collection Fund 14/15  Revenue Budget & Proposed Council Tax 14/15  Capital Programme 14/15	Local Development Framework	
<b>Scrutiny Business</b>	Future Library Services  Children's Services Scrutiny Panel: CAMHS Update  Membership of Scrutiny Panels  Commissioning the Annual Scrutiny Work Programme 2013/14  Notice of Key Decisions	Final Draft of the Health Protocol  Notice of Key Decisions  Scrutiny Work Programme 2013/14	Corporate Parenting Annual Report  Notice of Key Decisions  Scrutiny Work Programme 2013/14	Annual Audit Letter  Joint Health & Wellbeing Strategy - Progress  Notice of Key Decisions  Scrutiny Work Programme 2013/14	Notice of Key Decisions  Scrutiny Work Programme 2013/14	Notice of Key Decisions  Scrutiny Work Programme 2013/14	Notice of Key Decisions  Scrutiny Work Programme 2013/14	Outcome of the Peer Challenge – Adult Social Care  Scrutiny Member Development  Notice of Key Decisions  Scrutiny Work Programme 2013/14	Safeguarding and Looked After Children's Services Ofsted Inspection – Progress against Action Plan  Safer Sunderland Partnership – key priorities and emerging issues  Notice of Key Decisions  Scrutiny Work Programme 2013/14	Annual Monitoring the Delivery of Agreed Scrutiny Recommendations  Annual Report  Notice of Key Decisions  Scrutiny Work Programme 2013/14
<b>Lead Scrutiny Member Update</b>		Lead Scrutiny Member Update	Lead Scrutiny Member Update	Lead Scrutiny Member Update	Lead Scrutiny Member Update	Lead Scrutiny Member Update	Lead Scrutiny Member Update	Lead Scrutiny Member Update	Lead Scrutiny Member Update	Lead Scrutiny Member Update
<b>Substantial Variations to Service - Health</b>										
<b>CCFA/Members items/Petitions</b>										



**LEAD SCRUTINY MEMBER UPDATE: JULY 2013**

**JOINT REPORT OF THE LEAD SCRUTINY MEMBERS**

**1. PURPOSE OF THE REPORT**

- 1.1 To provide an update to the Scrutiny Committee regarding the work of each of the six Lead Scrutiny Members and supporting Panels.

**2. SCRUTINY LEAD MEMBER UPDATE**

***Scrutiny Chair and Vice Chair (Cllrs David Tate and Norma Wright)***

- 2.1 The Chair, Vice Chair and Lead Member for Health, Housing and Adult Services have held two meetings with the Head of Care and Support prior to Cabinet taking the decision at its meeting of 19 June 2013 to transfer adult social care and support services to a Local Authority Trading Company. The discussion centred around the model of the Company, the impact of the transfer on both staff and service users, and the overview and scrutiny of this by the Scrutiny Committee going forward.
- 2.2 The Chair of the Scrutiny Committee and the Lead Members for Skills, Economy and Regeneration, accompanied by the Head of Scrutiny and Area Arrangements and the Scrutiny Coordinator, attended the Centre for Public Scrutiny's 10<sup>th</sup> Annual Conference; 'Decide, Design, Deliver: Accountable Policies, Services and Outcomes on Tuesday 11 June 2013.
- 2.3 A breakdown of the key themes of the day and the speakers can be found at **Appendix 1** and a verbal update will be provided at the meeting.
- 2.4 The next regional scrutiny network meeting will focus on police and crime and will take place on **Friday 12<sup>th</sup> July, Sunderland Civic Centre, Council Chamber from 10.00 – 12.30pm**. The meeting will provide an opportunity to share perspectives and experiences of how the new police and crime arrangements have been working; to exchange views about good practice; and to network with other members and officers. It will also explore how the intense period of activity over the last few months has been tackled and what the opportunities for working collaboratively going forward are. Police and Crime Commissioners from the Northumbria and Durham force areas will be in attendance to give their views. Scrutiny members are encouraged to attend.

***Children's Services (Cllr Debra Waller)***

- 2.5 The Children's Services Scrutiny Panel is to look at Childhood Obesity as its main piece of work over the coming year. A scoping paper will be submitted to the next meeting of the Panel.

- 2.6 The Panel is also to undertake a smaller piece of work to review and gather information around some of the measures and work taking place in the Safeguarding Service around sexual exploitation. There is a lot of work currently on going locally and nationally to provide a multi-agency approach to this extremely important issue.

***City Services (Cllr Stephen Bonallie)***

- 2.7 The Panel met on 3 June 2013 to agree its policy review topics for the year ahead. The Panel agreed to focus on licensing and flood management.
- 2.8 The Panel's review into refuse collection and waste management and the development of communications and public engagement will be submitted to the meeting of the Cabinet scheduled for 17 July 2013. Cllr Bonallie as Lead Member will be in attendance to introduce the report.
- 2.9 The next meeting of the Panel will be held on 18 July 2013. The meeting will agree the remit and scope of the review into licensing and also receive background information on the issues involved.

***Health, Housing and Adult Services (Cllr Christine Shattock)***

- 2.10 The Health, Housing and Adult Services Scrutiny Panel have held an initial scoping meeting to discuss the review into Supporting Carers. The Panel have held a scene setting meeting and agreed terms of reference for the review. The review will concentrate on looking at issues around the identification and recognition of carers in the city as well as how the Multi-Agency Sunderland Carers Strategy can enhance support further.
- 2.11 The Panel will convene again on 18 July 2013 to meet with the Executive Director and Portfolio Holder for Health, Housing and Adult Services. This meeting will provide an opportunity for the Executive Director and Portfolio Holder respectively to discuss some of the key themes around the policy review with panel members. This is a meeting that has worked well in the past and provided some key points to be taken forward during the review investigations.
- 2.12 Further evidence gathering activities will be coordinated between the Scrutiny Lead Member and the Scrutiny Officer including site visits, meetings and an Expert Jury Event aimed at capturing a wide and diverse range of opinions around the topic review. A review timetable is published for every meeting which provides members with a clear summary of the work conducted and the scheduled tasks and activities to be undertaken.

***Public Health, Wellness and Culture (Cllr George Howe)***

- 2.13 The Panel will be pursuing a review of public engagement in the health service. This will involve reviewing the adequacy of services to meet the key requirement of '*meaningful engagement with patients, carers and their*

*communities*'. The Panel will be exploring all the areas of public engagement in the health service and will be developing an evidence gathering schedule which includes, amongst others, Healthwatch Sunderland, Clinical Commissioning Group, CQC and various patient participation groups.

- 2.14 The review will provide a framework to encompass all routes for engagement and help ensure that public engagement is coordinated.
- 2.15 Additionally, the Panel will also consider Suicide Preventative Services at one meeting including the implementation of the national strategy 'Preventing Suicide in England' published in 2012.

***Skills, Economy and Regeneration (Cllr Tom Martin)***

- 2.16 The Panel met on 30 May 2013 to agree its policy review topics for the year. The Panel agreed to look at the Diversification of the Local Economy and the implications of a Business Improvement District on the regeneration of Sunderland.
- 2.17 The Panel's review into the delivery of apprenticeships in Sunderland was considered by the Cabinet on 19 June 2013. Cllr Martin attended the meeting to introduce the report which was approved and its recommendations accepted.
- 2.18 The next meeting of the Panel will be held on 24 July 2013. The meeting will agree the remit and scope of the review into the Diversification of the Local Economy.

***Responsive Services and Customer Care (Cllr Iain Kay)***

- 2.19 The Panel will be investigating volunteering with a focus on increasing community capacity.
- 2.20 The review will identify what the council can do to unlock the capacity within communities including where we are now, what approaches could be taken and what challenges are faced. This is seen as a highly topical and relevant review which will contribute to identifying community needs and how they can be met at an earlier stage within the community. This would reduce demand on statutory and local services and also build community resilience.
- 2.21 The review may focus on voluntary services to support victims of crime, offenders, their families and the community, or possibly VCS involvement in community and cultural services.

**3. CHANGES TO PANEL MEMBERSHIPS**

3.1 Non-executive Members have now been allocated to a scrutiny panel, membership of the panels has been decided in accordance with current political arrangements.

3.2 Scrutiny Panels are informal; therefore there is flexibility within the arrangements to revise Panel memberships at any point in the municipal year to reflect changes to Member capacity and other commitments. One revision is therefore requested:-

Children's Services Scrutiny Panel: to add Cllr Bob Francis to the membership of the Panel.

3.3 A complete membership of the Scrutiny Panels is attached for information and consideration as **Appendix 2** of this report.

#### **4. DEDICATED SCRUTINY BUDGET**

4.1 A small budgetary provision of £15,000 per annum is available to the Scrutiny Committee and the supporting Panels to deliver the agreed Annual Scrutiny Committee Work Programme.

4.2 As of 1 July 2013 the breakdown of the budget stood as follows:-

<b>Description</b>	<b>£</b>
Scrutiny Development	4746.16
Member Development	1986.89
Policy Review Development	0.00
<b>Total Expenditure to Date</b>	<b>6,733.05</b>
<b>Budget</b>	<b>15,000</b>
<b>Remaining Budget</b>	<b>8,266.95</b>

#### **5. RECOMMENDATIONS**

5.1 It is recommended that the Scrutiny Committee;

- (a) notes and considers the update of the Lead Scrutiny Members and receives a further verbal update at the meeting; and
- (b) Endorses the revised membership of the Children's Services Scrutiny Panel

#### **6. BACKGROUND PAPERS**

- Scrutiny Committee Agenda and Papers – 13 June

Contact Officer: Helen Lancaster, Scrutiny Coordinator  
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**CENTRE FOR PUBLIC SCRUTINY – 10<sup>TH</sup> ANNUAL CONFERENCE  
DECIDE, DESIGN, DELIVER: ACCOUNTABLE POLICIES, SERVICES AND  
OUTCOMES**

**11 JUNE 2013**

Full programme including presentations can be found at:

[http://www.cfps.org.uk/conf\\_programme](http://www.cfps.org.uk/conf_programme)

**1. Opening Keynote: ‘Who Guards the Guardians?’: Dr Evan Harris, Associate Director, Hacked Off**

- 1.1 Dr Harris’ speech centred around the press as a critical tool for holding bodies to account but questioned who holds the press to account. The press set the agenda for the broadcasted news and, unlike broadcasters they do not have to be impartial. Indeed they are often highly political. The press have significant influence and can work together as a monopoly (the response to Hacked Off and the Leveson enquiry was cited as an example).
- 1.2 He finished by stating that voluntary regulation of the press will not work. There have now been five failed attempts at this, spanning over many years. The key issue however that must be addressed is the relationship the press has with politicians and the police.

**2. Plenary: The Power of Individual and Collective Voices: Robert Francis QC, Mid Staffordshire Trust Enquiry**

- 2.1 Mr Francis talked through some of the key issues that allowed the failings at Mid Staffordshire to become so entrenched and lead to such poor quality of care. He cited many instances whereby concerns had been raised but never acted upon or progressed, including an instance whereby the local Health Scrutiny Committee had been contacted by a patient’s relative and a response was duly received stating that it was not the Scrutiny Committee’s responsibility to investigate individual cases. He therefore stated that listening to patients and staff and acting upon concerns was the key learning from the review.
- 2.2 The recommendations most pertinent to improving scrutiny and accountability were that:
- There should be effective complaints handling;
  - Detail of complaints should be shared with scrutiny, commissioning and regulatory bodies;
  - Action should be taken on concerns/complaints;
  - There should be no “gagging” of those raising safety concerns;
  - Professionals under duty to inform employers of incidents causing harm;
  - It should be a criminal offence to obstruct performance of duty;
  - The whole truth should be given to regulators (including scrutiny) and commissioners;
  - There should be candour with patients about harm;
  - There should be balanced and truthful public information and transparency about performance;
  - There is individual and collective responsibility to devise performance measures;
  - There is an improvement to core information systems;
  - There is patient user friendly access to records;

- There are comparable quality accounts; and
- There is effective real time performance information.

### **3. Tim Kelsey, National Director of Patients and Information, NHS England**

- 3.1 Mr Kelsey had recently taken the post of National Director of Patients and Information at NHS England, having previously developed the 'Dr Foster' website which aimed to provide patients with mortality and other data for hospital trusts.
- 3.2 He asserted that currently the NHS is not accountable and that scrutiny is essential to patient safety. The public have a right to demand the right data and information to assist them in making an informed choice about their care. His mission in post therefore was to improve outcomes and quality of information and encourage 'active citizens' by:-
- Transforming the availability of 'safe data' for all health services including GPs and mental health trusts. More primary care data will be shared and this will be linked with hospital performance;
  - Improve the quality of services by encouraging surgeons and others to publish their data and learn from each other. It is hoped that ten surgical specialities will be published; and
  - Improving access to patient feedback in the form of a Trip Advisor style website which will enable people to share experiences (Friend and family test). The Careconnect pilot starts in London (with the NE in the second phase) and will be fully rolled out within two years.

### **4. Mark Burns-Williamson, Police and Crime Commissioner, West Yorkshire**

- 4.1 Mr Burns-Williamson talked of his experiences in West Yorkshire and some of the challenges and opportunities there are for Police and Crime Commissioners to improve accountability in policing as follows:-
- PCCs have been elected to undertake scrutiny and ensure accountability of police force to the public, although questions remained as to the impact the massive reductions in funding to the police would have on the PCCs ability to achieve the necessary improvements in performance.
  - The most important aspect of the role is community engagement and ensuring the public know who is and what he is in the role to do.
  - The national debate continues about the powers of Police and Crime Panels, which largely ignore how effective they can be with right leadership and support. Effective scrutiny must be provided to ensure system works.
  - The existing legislation needs to be used properly, and PCCs need to be more effective at sharing what work they are undertaking and ensuring performance can be measured by the public (possibly in the form of force league tables).

### **5. Stephen Lovelock, former Detective Chief Superintendent, Metropolitan Police**

- 5.1 Mr Lovelock advocated the merits of the former police authorities over police and crime commissioners as follows:-
- Some PCCs are more qualified than others in taking the agenda forward and ensuring the police are held to account effectively.

- Those PCCs (one-third) that are independent candidates are much better placed in his view to undertake the role without allowing party politics to dominate the agenda.
- Whilst the original intention of the Government was to bring more accountability to local policing, this has failed due to the huge numbers of deputy PCCs and support staff subsequently recruited by PCCs not being democratically elected. There are 449 people employed by PCCs across the 43 force areas and huge variations in the levels of data available and the transparency of PCCs and their teams. Members of the public would find it enormously difficult in some instances to access the types of data they may be interested in understanding.
- There are questions as to how PCCs will hold their forces to account and measure success with. If this was police performance and crime statistics, these could be hugely misleading and not give a true picture of the actual performance of the force.

## **6. Workshop One: How PCPs can both scrutinise and support PCCs: early experiences**

6.1 The main discussion points during the workshop were as follows:-

- Monitoring Officers within host authorities can have very different interpretations of the legislation leading to very different ways in which police and crime panels (PCPs) operate.
- Where PCPs are made up of former police authority members, there has been a greater degree of effective scrutiny due to the knowledge and experience of the members.
- Executive members sitting on PCPs can often have a very different understanding of what scrutiny is and how it should be undertaken.
- There was consensus that the scrutiny undertaken by PCPs is very different in the main to the way in which it is undertaken within a local authority setting, and focuses mainly on performance monitoring rather than topic based scrutiny. This is mainly due to; former police authority host organisations having a different understanding of scrutiny; the lack of resources allocated to it; and the capacity of the membership to meet more frequently.
- Relationships between PCCs and PCPs differ greatly from force to force, some productive, others adversarial.
- It was agreed that relationships between PCPs and local authority scrutiny committees were in the very early stages, or non-existent. There was a broad consensus however that PCPs could tap into the knowledge and expertise of scrutiny committees to assist it in undertaking more in-depth examinations into particular issues.

## **7. Workshop Six: Public Health, moving beyond transition to tackle health inequalities**

7.1 The main discussion points during the workshop were as follows:-

- Scrutiny should utilise information and data from the HWB Strategy and JSNA to focus on issues where it can have the most impact.
- There is still a real issue in terms of understanding 'who does what' in the new health landscape which needs to be addressed. Common understanding will ensure scrutiny is effective and is not duplicating work being undertaken in other areas.
- Relationships between HWBBs and scrutiny are mixed, some have had very positive experiences of attending HWBBs and of members of HWBBs attending scrutiny, others have struggled to make the links.
- There was a feeling that Public Health teams have transitioned well in the main, although some differences in 'cultures' and ways of working that would need to be bottomed out.

## MEMBERSHIP OF THE SIX SCRUTINY PANELS

<p style="text-align: center;"><b>City Services</b></p> <p>Scrutiny Lead Member: Cllr Stephen Bonallie</p> <p>Cllr Neville Padgett Cllr Michael Essl Cllr Stuart Porthouse Cllr Lynda Scanlan Cllr Steven Foster Cllr Amy Wilson Cllr Dianne Snowdon</p>	<p style="text-align: center;"><b>Health, Housing &amp; Adult Services</b></p> <p>Scrutiny Lead Member: Cllr Christine Shattock</p> <p>Cllr Jill Fletcher Cllr Ronny Davison Cllr Alan Emerson Cllr Rosalind Copeland Cllr Darryl Dixon Cllr Lisa Smiles Cllr Barbara McLennan Cllr Dorothy Trueman Cllr Mary Turton Cllr Gemma Taylor</p>
<p style="text-align: center;"><b>Children's Services</b></p> <p>Scrutiny Lead Member: Cllr Debra Waller</p> <p>Cllr Florence Anderson Cllr Linda Williams Cllr Doris MacKnight Cllr Anthony Farr Cllr Philip Tye Cllr Robert Oliver Cllr Bob Francis</p>	<p style="text-align: center;"><b>Skills, Economy &amp; Regeneration</b></p> <p>Scrutiny Lead Member: Cllr Tom Martin</p> <p>Cllr Bob Price Cllr Christine Marshall Cllr David Snowdon Cllr Denny Wilson Cllr Len Lauchlan Cllr Tom Wright Cllr Peter Wood</p>
<p style="text-align: center;"><b>Public Health, Wellness &amp; Culture</b></p> <p>Scrutiny Lead Member: Cllr George Howe</p> <p>Cllr Debra Waller Cllr Louise Farthing Cllr Fiona Miller Cllr Julia Jackson Cllr Rebecca Atkinson Cllr David Errington Cllr Paul Maddison</p>	<p style="text-align: center;"><b>Responsive Services &amp; Customer Care</b></p> <p>Scrutiny Lead Member: Cllr Iain Kay</p> <p>Cllr Bob Heron Cllr Betty Gibson Cllr Barry Curran Cllr Anne Lawson Cllr John Scott Cllr George Thompson Cllr John Wiper</p>

