

# Shadow Authority

## Notice of Overview and Scrutiny Committee

Date: Wednesday, 6 March 2019 at 6.00 pm

Venue: Cattistock Room - Civic Centre, Poole BH15 2RU

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### Membership:

**Chairman:** Cllr M Weinhonig

**Vice Chairman:** Cllr L Smith

Cllr M Anderson  
Cllr S Bartlett  
Cllr C Bath  
Cllr M F Brooke  
Cllr I Clark

Cllr D d'Orton-Gibson  
Cllr M Farrell  
Cllr F F T Neale  
Cllr J Newell  
Cllr R Parker  
Cllr M Pope  
Cllr S Spittle  
Cllr C Wakefield

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All Members of the Shadow Overview and Scrutiny Committee are summoned to attend this meeting to consider the items of business set out on the agenda below.

The press and public are welcome to attend

If you would like any further information on the items to be considered at the meeting please contact: Jill Holyoake Tel 01202 454715 or email [lindsay.marshall@bournemouth.gov.uk](mailto:lindsay.marshall@bournemouth.gov.uk)

Press enquiries should be directed to Press Office: Tel: 01202 454668 or email [press.office@bournemouth.gov.uk](mailto:press.office@bournemouth.gov.uk)

All Members of the Committee are summoned to attend a briefing at 5.00pm - 5.45pm prior to the meeting to provide clarity on questions raised in relation to scrutiny of the Shadow Authority. The briefing session will be attended by officers who will provide answers to questions received. Shadow O&S members may submit relevant questions to Democratic Services using the contact details on this agenda, by no later than Thursday 28 February. All BCP members are invited to attend this session.

GRAHAM FARRANT  
CHIEF EXECUTIVE

26 February 2019



Available online and on  
the Mod.gov app



# AGENDA

Items to be considered while the meeting is open to the public

## 1. **Apologies**

To receive any apologies for absence from Members.

## 2. **Substitute Members**

To receive information on any changes in the membership of the Committee.

**Note** – where members of the Committee are unable to attend they may nominate a substitute member from the same Shadow Authority group to attend in their absence by contacting the proper officer in writing, prior to the meeting, using the contact details on this agenda.

## 3. **Declarations of Interest**

Councillors are required to comply with the requirements of the Localism Act 2011 regarding disclosable pecuniary interests. Declarations received will be reported at the meeting.

## 4. **Confirmation of Record of Decisions**

- a. To confirm the record of decisions from the meeting held on 7 February 2019 circulated at **4a**.
- b. To consider the Committee's action sheet, circulated at **4b**.

## 5. **Public Issues**

To receive any public questions or statements submitted in accordance with the Constitution. Further information on the requirements for submitting questions and statements is available to view at the following link:-

<https://bcpshadowauthority.files.wordpress.com/2018/07/public-participation-e28093-extract-from-the-constitution.pdf>

The deadline for the submission of public questions is 10.00 am on Thursday 28 February 2019.

The deadline for the submission of a statement is 12.00 noon on Tuesday 5 March 2019.

**Note:** Reports in relation to Agenda Items 6 overleaf are due for consideration by the Shadow Executive Committee on 12 March 2019. Members are asked to consider these reports in advance of the meeting, which once published will be available to view online at the following link:

<https://moderngov.bcpshadowauthority.com/ieListDocuments.aspx?CId=138&MId=121&Ver=4>

**6. Local Government Reorganisation (LGR) Programme Update 6.05pm - 6.20pm**

To consider an update from officers on the progress of the LGR Programme.

Note: The Shadow Executive report on this item will be published on 4 March 2019 at the following address:

<https://moderngov.bcpshadowauthority.com/ieListDocuments.aspx?CId=138&MId=121&Ver=4>

**7. Rapporteur Updates 6.20pm - 6.50pm**

To consider verbal update reports from named rapporteurs on the strategic activity taking place under Service Delivery Boards and any risks identified.

**8. Overview and Scrutiny Headline Report 6.50pm - 7.30pm**

To consider a report on current scrutiny priorities based on information provided by all O&S bodies across the BCP area - circulated at 8.

**9. Overview and Scrutiny Committee Forward Plan 7.30pm - 7.45pm**

The Committee is asked to consider and approve its forward plan – circulated at 9.

In their considerations, Members will also be asked to take account of any additions to the Shadow Executive Forward Plan of Key Decisions, and whether scrutiny is required. This is available to view at the following link:

<https://moderngov.bcpshadowauthority.com/mgListPlans.aspx?RPId=138&RD=0&bcr=1>

**10. Any other business of which notice has been received before the meeting and by reason of special circumstances, which shall be specified in the record of decisions, the Chairman is of the opinion that the items should be considered as a matter of urgency.**

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## **BOURNEMOUTH, CHRISTCHURCH AND POOLE SHADOW OVERVIEW AND SCRUTINY COMMITTEE**

**THURSDAY, 7TH FEBRUARY, 2019**

### **Present:**

Councillor Lisle Smith, in the Chair  
Councillor Mark Anderson  
Councillor Stephen Bartlett  
Councillor Claire Bath  
Councillor Mike F Brooke  
Councillor Ian Clark  
Councillor David d'Orton-Gibson  
Councillor Beverley Dunlop  
Councillor Malcolm Farrell  
Councillor Fred Neale  
Councillor Marion Pope  
Councillor Sue Spittle  
Councillor Ann Stribley  
Councillor Chris Wakefield

### **Also in Attendance (non committee members):**

Councillor John Beesley  
Councillor Lesley Dedman  
Councillor Jackie Edwards  
Councillor Nicola Greene  
Councillor May Haines  
Councillor Jane Kelly  
Councillor David Kelsey  
Councillor Robert Lawton  
Councillor Ray Nottage

### **Officers:**

Tanya Coulter, Interim Monitoring Officer, BCP  
Seamus Doran, Tenancy Services Manager, BBC  
Steve Ellis, Management Accountant for Children's Services, B&P  
Graham Farrant, Chief Executive, BCP  
Mandy Gridley, Early Years Services Manager, BoP  
Jill Holyoake, Senior Democratic and Overview and Scrutiny Officer, B&P  
Lindsay Marshall, Overview and Scrutiny Specialist, B&P  
Lorraine Mealings, Deputy Director of Housing and Head of Customer, BBC  
Julian Osgathorpe, LGR Programme Director, BCP  
Adam Richens, Interim Chief Financial Officer, BCP  
Dr Sue Ross, Director of Adults and Children, BBC  
Jan Thurgood, Strategic Director - People, BoP  
Vicky Wales, Head of Children, Young People & Learning, BoP  
Caroline Wayne, Strategic Director - Corporate, Poole Housing Partnership  
Nicola Webb, Assistant Chief Financial Officer, B&P  
Marta Zuk, Management Accountant, B&P

BCP - Bournemouth, Christchurch and Poole Council  
B&P - Bournemouth and Poole (shared service arrangements)  
BoP - Borough of Poole  
BBC - Bournemouth Borough Council

**67     Apologies**

Apologies for absence were received from Councillors Jane Newell, Ron Parker and Michael Weinhonig.

**68     Substitute Members**

Councillors Ann Stribley and Beverley Dunlop were substitute members for Councillors Jane Newell and Michael Weinhonig for this meeting of the Committee.

**69     Election of Vice Chair**

**DECISION MADE:** That Councillor Chris Wakefield be elected as acting Vice Chair for this meeting of the Committee.

**70     Declarations of Interest**

There were no declarations of pecuniary interests or other interests.

**71     Confirmation of Record of Decisions**

- a.     The record of decisions of the meeting held on 9 January 2019 was confirmed as an accurate record.
- b.     The Committee's action sheet was noted.

**72     Public Issues**

There were no public questions or statements received for this meeting.

**73     Bournemouth, Christchurch and Poole (BCP) Local Government Reorganisation (LGR) Programme update**

The LGR Programme Director presented a report which provided the Committee with an update on activity within the programme since last reported in January.

He confirmed that the programme remained consistent with the plan agreed by the BCP Joint Committee. Phase 2 of the programme was now moving towards the final stages of implementation, with significant financial and constitutional milestones being reached. The programme remained within budget, and there were no risks or issues to be escalated at this stage.

**DECISION MADE:**

That the update provided on the BCP LGR Programme be noted.

**74     Housing Revenue Account (HRA) Budget Setting 2019/20 to 2021/22**

The Committee considered a report on the proposed HRA budget for the new BCP Council, jointly presented by the Deputy Director of Housing and Head of Customer, BBC, and the Strategic Director - Corporate for Poole Housing Partnership (PHP).

The Deputy Director of Housing explained that from 1 April 2019 there would be one single HRA for BCP Council. Within the HRA there would be two separate neighbourhood accounts for Bournemouth and Poole. This reflected the different delivery models for each area which would continue into BCP. She explained that Christchurch had previously transferred

its own housing to a Housing Association. The importance of the housing stock as a valuable asset in delivering the Council's duties and priorities was noted. The Strategic Director outlined the key issues in the report, which included setting the financial strategy, recommending rent levels and other charges for tenants and leaseholders, recommending the capital programme and focus on delivery of new affordable homes, recommending the management fee for PHP and setting out the PHP delivery plan.

Officers in attendance responded to questions and comments from Members on the report, including the following main points:

- It was explained that utility costs within the service charges for Bournemouth and Poole differed because they were based on actuals. For example the 10% decrease for utility costs listed in the Poole Neighbourhood leaseholder services charges reflected the fall in usage within the leaseholder blocks in Poole. Service charges were based purely on the cost to the Council and there was no profit made. Adjustments were made at the end of the financial year. It was explained that LGR was not a contributory factor in calculating costs.
- Bournemouth Borough Council's homelessness housing acquisition programme came under the General Fund and did not form part of the HRA. The programme was progressing well. There were no plans at the moment to extend the scheme beyond its current geographical remit of Bournemouth.
- Members were assured that the partnership approach between Christchurch Borough Council and Sovereign Housing Association and other housing associations in Christchurch would continue into the new BCP Council.
- There may be scope to rationalise the different IT systems going forward.
- A Member was concerned about how the redesignation of sheltered housing stock may affect older tenants. It was explained that the redesignation of some units from Sheltered to General Needs (younger tenants) was due to changing demands.

## **75     Dedicated Schools Grant 2019/20**

The Committee considered a report on the proposed funding formulae for early years and mainstream schools for 2019/20, presented by the Assistant Chief Financial Officer (CFO), B&P.

The Assistant CFO explained that the DSG was a ring-fenced grant, which was highly regulated by the Department for Education (DfE). The two recommendations for setting the formulae, shown at a) and b) in the report, were supported by the Shadow Schools Forum, following consultation with all schools and providers. It was noted that the recommendations at c) and d) related to DfE decisions, the timing of which was outside of the Council's control. The Assistant CFO advised that the new BCP Council was required to have one early years single funding formula (EYSFF). The process for bringing together the three current formulae into one single formula was explained in Section 5 of the report. Table 4 set out the final proposal. The development of the mainstream schools formula was explained in Section 6 of the report. Paragraphs 39 - 46 made particular reference to the work of the Shadow Schools Forum in adopting a sensible and equitable approach to a particularly challenging issue. Table 8 set out the final proposal which allowed for a 1.1% transfer of Schools Block funding to High Needs.

Officers in attendance responded to questions and comments from Members on the report, including the following main points:

- A Member expressed concern at the potential impact of the proposals on school budgets. The Committee was advised that there had been an overall increase in funding for 2019/20. Members were referred to Table 6 which set out the impact of

the proposed mainstream schools formula compared with school budgets for 2018/19 and the national funding formula for 2019/20. Developing a single formula for BCP Council had resulted in a mixed picture for schools and this was acknowledged. However it was noted that the biggest financial factor affecting schools was numbers on roll.

- The proposed transition from local formulae to a national formula by 2021/22 would still result in differences between schools depending on their individual characteristics.
- There was a separate budget agreed by the Schools Forum which provided for in year pupil growth. The take up of free childcare had been higher than expected since the introduction of the extended entitlement in 2017. A Member asked if there were sufficient places locally to meet demand. The Committee was assured that childcare sufficiency duties were being met and a 'steady state' was in place. The situation was being monitored closely by a working group of providers, which held regular meetings and business planning sessions.
- Pressure on the High Needs Block was a growing national issue. The Shadow Schools Forum had set up a working group of headteachers across the BCP area to consider in more detail the demands on the high needs budget. The Forum had agreed the transfer of £2.2 million from the Schools Block to the High Needs Block in January 2019 in order to protect services.
- A Member asked what was being done to address the increasing number of permanent exclusions from mainstream schools. The Committee was advised that the Shadow Schools Forum had found that schools were working together positively and sharing good practice in dealing with pupils with challenging behaviours. Provision for excluded children across the BCP area was rated as good to outstanding. Providers were working with mainstream schools to see how the number of permanent exclusions could be reduced. It was noted that new Ofsted guidelines were being developed which may have a positive impact.
- Membership of the Schools Forum was highly regulated. It was confirmed that the new BCP Schools Forum would include a maintained school governor representative.

## **76     Medium Term Financial Plan (MTFP) 2019-21 and Budget 2019/20 including Council Tax**

The Committee considered a report presented by the Interim Chief Financial Officer (CFO) for BCP on the 2019/20 Budget and consolidated MTFP update.

The Interim CFO referred to the achievement in bringing together four local authority budgets and three finance teams to create one balanced budget for the new BCP Council. The budget had been prepared in accordance with the Financial Strategy agreed in 2018. He took Members through the key elements of the 2019/20 Budget in accordance with the summary provided in paragraph 31 of the report. He referred Members to the proposed adoption by BCP of a council tax harmonisation strategy in line with the local preference of the Shadow Executive, namely that no Borough's council tax levels would rise at a rate exceeding the Government's limits, and that the amount charged in Christchurch would be frozen and/or reduced until the new harmonised rate was applied. He drew Members' attention to Appendices 1A and 1B of the report. These set out the modelling for BCP council tax harmonisation and the proposed schedule of BCP council tax charges for 2019/20 respectively. The assumed savings based on the 2019/20 budget and MTFP were listed in Appendix 2B. The Interim CFO confirmed that there were no changes arising from the announcement of the final Local Government Settlement on 30 January 2019.

The Interim CFO responded to questions and comments from Members on the report, including the following main points:



- A Member asked about specific percentage increases and reductions in council tax rates. The Committee was referred to the council tax harmonisation model at Appendix 1A which gave a comprehensive summary of the proposed council tax position for Bournemouth, Christchurch and Poole up until the year 2025/26.
- He confirmed that no significant assumptions had been made regarding the use of assets to support the capital programme, as this would be a matter for BCP Council to determine. He assured Members that arrangements in respect of the pension fund had been carefully considered by the Actuary to ensure that they reflected the new LGR structure in Dorset going forward.
- He explained that the 'provision for repayment' figure of £8.3 million in Appendix 2A was the minimum level required to be set aside for the MRP - Minimum Revenue Provision. This was in accordance with the policy of the Treasury Management Strategy.
- It was noted that there was a technical requirement to list Parish Precepts / Town Councils / Neighbourhood Councils as two separate credit and debit entries in Appendix 2A.
- The process for BCP Council to collect and distribute council tax on behalf of preceptees was in accordance with the regulations.
- A Member asked why the level of council tax income over the next four years was shown as fluctuating in Figure 7 of the report. The Interim CFO referred again to the council tax harmonisation modelling at Appendix 2A, and the application of the assumed parameters set out in paragraph 32 b) of the report.

Councillor Beesley, the Chair of the Finance Task and Finish Group, responded to a concern about the use of the term '21<sup>st</sup> Century City by the Sea' in the report, in the context of preserving the characteristics of the three towns. He explained that the Government already referred to BCP as a 'City Region'. The designation therefore reflected the Government's own terminology and the aim of the new Council to create an iconic coastal economy. It was being used as an initial strapline for BCP to differentiate it from other councils.

Members thanked the Interim Chief Financial Officer and his team for the huge amount of work undertaken in a short space of time to prepare the 2019/20 budget proposal and council tax for submission to the Shadow Authority.

#### **DECISION MADE:**

That the Shadow Overview and Scrutiny Committee endorses the recommendations in the Shadow Executive report.

## **77 Proposed new Pan Dorset Safeguarding Children Arrangements**

The Committee considered a report presented by the Director of Adults and Children, BBC, on proposed new pan Dorset safeguarding children arrangements for Bournemouth, Christchurch and Poole.

The proposed arrangements had been developed in response to new legislation which abolished local safeguarding children boards. Revised guidance published by the Department for Education (DfE) required new safeguarding children partnership arrangements to be in place by 29 September 2019. The proposed arrangements had been developed by the statutory partners (the two Councils, Health and the Police) and would cover the two new local authority areas in Dorset. The key areas of focus for the new partnership were set out in the executive summary of the report. Once the arrangements had been agreed locally they would be subject to independent scrutiny, to be finalised in May and submitted to the DfE for approval no later than 20 June 2019.

The Director of Adults and Children, BBC, and the Strategic Director - People, BoP, responded to questions and comments from Members on the report, including the following main points:

- Schools had been involved in the consultation on the proposed arrangements through the two Children's Trusts for Bournemouth and Poole, and the designated safeguarding teachers forum, and early years providers had also been engaged through the early years network.
- Existing networks would be retained and developed further. Networking events would need to be carefully managed to ensure that they were not on such a large scale that opportunities for one to one dialogue and the sharing of issues were lost.
- The process for headteachers raising and escalating safeguarding issues was not affected.
- The inclusion of Somerset was only in relation to the new child death review partnership. Sadly this was for practical reasons, to enable the partnership to better understand trends and patterns using a wider geographical area.
- A Member asked how any changes to referral pathways in relation to Local Government Review would be communicated. The Committee was assured that there would be few material changes to the process of referring Children's Safeguarding referrals, with calls going to the Multi-Agency Safeguarding Hub as before and then redirected if necessary.
- It would be a matter for the relevant O&S Committee in the BCP Council to determine how it wished to scrutinise the new partnership arrangements.
- Current arrangements for the Safeguarding Adults Board would remain in place for the time being as this was not affected by the legislation. There would be an opportunity to review these arrangements in due course to consider any lessons learned from the implementation of the new safeguarding children partnership.

The Committee agreed to add the proposed new Pan Dorset Safeguarding Children Arrangements to its 'long list' of potential items for future scrutiny under BCP.

## **78 Bournemouth, Christchurch and Poole (BCP) Authority Constitution**

The Committee considered a report presented by the Interim Monitoring Officer for BCP on the proposed new Constitution for BCP Council.

The Interim Monitoring Officer outlined the steps taken to develop the Constitution. The process had been undertaken in consultation with a team of Democratic Services Officers. It had been led from a Member perspective by the Governance Task and Group which had been established by the Shadow Executive Committee. The development of the overview and scrutiny function had been overseen by the Shadow Overview and Scrutiny (O&S) Committee. This Committee had set up a Design Working Group to undertake detailed work to prepare a suggested O&S framework. In addition there had been a number of opportunities for all Members of the preceding Councils to be engaged in the Constitution's development, and to comment and provide input into the process. She referred to the speed at which the work had been undertaken to ensure that a Constitution was in place from 1 April 2019 which was both fit for purpose and sufficiently flexible to be developed and built on by the new Council. A copy of the final draft of the Constitution was circulated with the report at Appendix A.

The Interim Monitoring Officer referred to some of the key elements in the Constitution, and highlighted those aspects in particular which would benefit from review in the first 12 to 18 months of the new Council. The Committee was advised that the Task and Finish Group had considered the proposed O&S arrangements as presented by the Design Working Group in the papers circulated at Appendix B. In respect of the suggested Listening

Committee Task and Finish Group Members had taken the view that there were a number of mechanisms which could be used to facilitate public engagement which should be more fully explored before any final arrangement was agreed. As a result the Listening Committee had not been included in the final draft of the Constitution and it was recommended that the new Council be asked to take this forward and design the most appropriate mechanism.

The Interim Monitoring Officer asked Members to note the requirement to provide interim arrangements between 1 April and 6 May. These arrangements were included in the Constitution and summarised in paragraphs 25 and 26 of the report. She also reported on the development of a comprehensive induction and training plan to support Members in their role as BCP councillors.

The Interim Monitoring Officer responded to questions and comments on the Constitution, and the following main points were raised:

- A Member highlighted the need to include an additional item under clause 2.2 (g) of the Planning Committee Functions section for completeness, to ensure that ward councillors were advised of the outcome of planning applications they had requested for referral. The Committee was supportive of this amendment.
- A Member was concerned that the proposed time limit of 30 minutes for General Questions at Council meetings was insufficient, based on the proposed number of Council meetings (six) and the reduced number of councillors representing a larger population. The Monitoring Officer explained that the number of Council meetings reflected the current arrangements in the preceding authorities. The Constitution specified that this number was approximate rather than fixed which allowed some degree of flexibility.
- The proposed calendar of meetings for the BCP Council would be published as part of the agenda for the next Shadow Authority meeting on 21 February.
- In respect of Article 5, the Monitoring Officer clarified that the role of the Chairman of the Council in promoting the aims and values of the Council ‘in an apolitical manner’ applied specifically when acting in the position of Chairman of the Council. It did not preclude them from undertaking other roles outside of this remit.
- A Member was concerned that the number of representations received on a planning application was not used as a criteria for an application being determined by the Planning Committee, although he acknowledged that ward councillors had a key role in the process. The Monitoring Officer explained that following lengthy consideration it was felt that the provisions in clause 2.2 (c) enabled the Planning Committee to refer to the professional assessment of the Senior Planning Officer as to whether an application should be determined by Members. This could be reviewed over time if it was felt that the process was not working as intended.
- The Monitoring Officer confirmed that BCP Council would maintain a record of councillors attending meetings as required in Procedure Rule 33, using its ‘modern gov’ meeting management software.
- A Member asked there would be provision for audio recording and streaming all meetings of the new Council. The Monitoring Officer confirmed that all options were being looked at, but provision may not be fully in place on Day One.

The Committee considered the proposed overview and scrutiny arrangements as set out in the report. Members discussed whether a ‘Place’ Committee should be included in the structure, as some Members felt this was a valuable mechanism for reflecting the public’s concerns. Other Members were not in favour of this suggestion, and made reference to the lengthy and detailed work undertaken by the Design Working Group with the support of the Centre for Public Scrutiny (CfPS) in recommending the four Committees as set out in Appendix B. It was noted that while it had not been a unanimous decision the Committee had supported the developing proposals relating to overview and scrutiny at its meeting on 10 December 2018. The O&S Specialist explained the role of the Overview and Scrutiny

Board, in undertaking themed scrutiny for a wide range of services, and being able to commission work which had been carefully scoped to ensure added value, rather than using a single banner committee. It was also noted that there was provision for the Constitution to remain under review and development by Members of the new BCP Council to ensure it was fit for purpose. This included the arrangements for overview and scrutiny. The discussion on the Place Committee was not taken forward by the Committee as an amendment or recommendation.

The Committee went on to discuss the Listening Committee, which had been one of the four Committees within the proposed structure recommended by the Design Working Group. A number of Members were concerned that following consideration by Executive Members the Listening Committee had not been included in the final draft of the Constitution circulated with the report at Appendix A. Having considered the rationale put forward by the Task and Finish Group in paragraph 11 of the report, Members made the following comments:

- The recommendation for a dedicated O&S Committee for public engagement had been developed with the support of the CFPS and the O&S Specialist following detailed consideration of best practice in other councils. A dedicated Listening Committee had been established by the Borough of Kensington and Chelsea in response to the tragedy of Grenfell. There were also examples where other councils, such as Rotherham and Mid Staffordshire, had been involved in high profile failings where public concerns had not been listened to. Inquiries into these incidents had brought the importance of the O&S role in listening to residents into sharper focus, as a means of being aware of issues and preventing similar failings.
- It was smarter for the new Council to be proactive in its approach to listening to the community rather than waiting until a serious problem occurred.
- While the Listening Committee was an inventive proposal which may require further refinement it was better to have this mechanism formally included in the Constitution as part of the overview and scrutiny structure at this stage, rather than wait and have nothing in place for Members of the new Council to work with. There was a recognition that the Listening Committee may not be perfect on Day One, and this was reflected in one of its objectives, to 'test the process and learn how to improve going forward'. Members could seek further guidance from the CfPS and undertake further research as the Listening Committee developed.
- Members of the new Council should have the opportunity to consider further evidence about the different mechanisms for public engagement before deciding what to put in place.
- There were some reservations about the title 'Listening Committee', including from Members who supported the proposal.
- The main objectives of the Listening Committee were centred around openness and listening to residents: to hear directly from residents in a dedicated forum, and for residents to share their views and see that the Council was listening, understanding and responding to what they are saying. It could provide input into the development of the overview and scrutiny work programme so that it was more outward facing.
- The Shadow O&S Committee had been tasked with leading the work to develop and agree an overview and scrutiny function. There were concerns at the role of the Task and Finish Group, as part of the Shadow Executive, in amending the proposed structure at such a late stage of its development, without prior discussion with the Committee and after the Committee had already supported the developing proposals in December.
- The rationale for not including the Listening Committee in the Constitution as set out in paragraph 11 of the report was somewhat unclear.
- If the Listening Committee was not included in the Constitution at this stage, there should be a requirement for the new Council to consider it at the earliest opportunity after 6 May 2019.

The Chair of the Governance Task and Finish Group, Councillor Nicola Greene, explained the role of the Task and Finish Group in considering and responding to the huge amount of work undertaken in developing the new Constitution at pace. In considering the proposed overview and scrutiny structure the Task and Finish Group had been as non-prescriptive as it possibly could. It had formed a balanced view, taking into account views expressed not only by O&S Members but by other Members too. The Task and Finish Group had acknowledged the need to listen, engage and consult with the public, but was also mindful of the uncertainties expressed by Members around the operation of the Listening Committee and the need to 'get it right' from the start, particularly as such a public facing function. She referred to the other elements of the proposed overview and scrutiny structure which had been developed under the leadership of the Shadow O&S Committee. The Task and Finish Group supported the focus on health and adult social care and children's services, as this fulfilled statutory scrutiny requirements and also rightly reflected where the majority of the Council's budget was directed. She also commented on the role of the Overview and Scrutiny Board in meeting regularly and being able to commission work across a wide range of services.

The O&S Specialist assured the Committee that the work undertaken by the Design Working Group did not end with the adoption of the new Constitution. The discussions around the overview and scrutiny arrangements would continue into the new Council, to consider further examples of best practice and develop a more in depth understanding of ways to engage the public in O&S.

Members thanked the Interim Monitoring Officer for coordinating the huge amount of work undertaken in a short space of time to prepare the new Constitution for submission to the Shadow Authority.

#### **DECISION MADE:**

That the Shadow Overview and Scrutiny Committee makes the following recommendations to the Shadow Executive Committee in respect of the proposed Constitution for BCP Council as appended to the report:

- To include the following additional clause to Part 3 Responsibility for Functions, Section 2 Planning Committee (reference: page 331/2 in reports package)  
  
g. (v) Following a Planning Officer's recommendation to grant or refuse a planning application the Planning Officer will ensure that the Ward Councillor initiating the referral is notified that the application has been refused, OR that the application is being referred to the Planning Committee for decision and on what date.
- To support the proposal of the Overview and Scrutiny Design Working Group as set out at Appendix B of the report, for four Committees: Overview and Scrutiny Board; Health and Adult Social Care Overview and Scrutiny Committee; Children's Services Overview and Scrutiny Committee, and Listening Committee, and the Constitution for recommendation to the Shadow Authority be amended accordingly.

#### **79 Rapporteurs Updates**

The Committee considered verbal updates from its appointed rapporteurs on strategic activity taking place under the four Service Delivery Boards, since last reported to the Committee in January:

**Adults - Councillors David d'Orton-Gibson and Lisle Smith**

Councillor d'Orton-Gibson gave an update on one of the previously identified areas of risk relating to the implementation of the new IT system, MOSAIC. He had discussed this with the Executive Lead Member and it was hoped that any remaining issues would be mitigated and resolved by the end of February.

**Children's - Councillors Bobbie Dove and Chris Wakefield**

Councillor Wakefield gave updates on progress with MOSAIC (as above), the ongoing recruitment of social workers, the finalisation of the Dedicated Schools Grant, and the place management system.

**Place/Environment & Economy (E&E) - Councillors Claire Bath, Marion Pope and Sue Spittle**

Councillor Bath reported that the Place/E&E rapporteurs had not been able to meet with the Executive Lead Member, Councillor Broadhead, since the December O&S Committee. She hoped they would be able to meet as soon as possible to discuss a number of outstanding issues.

Councillor Pope sought assurance about the future of the Member Engagement Working Group in Poole. It was suggested that this could be covered in the briefing on 'Planning Services - Day One' which had been arranged for the pre committee session on 6 March.

**Corporate - Councillors Ian Clark and Lawrence Williams**

Councillor Clark gave an update on matters arising from the Corporate Delivery Board, including budget savings, the capital investment strategy, MOSAIC, Elections, the Constitution, Member ICT support, the progress of senior tier appointments, keeping residents informed about BCP, the disaggregation of debts, and legal work on contractual and property arrangements as a result of transition.

**DECISION MADE:**

That the updates from rapporteurs be noted.

**80 Overview and Scrutiny Committee Forward Plan**

The Overview and Scrutiny Specialist referred the Committee to the items listed on its Forward Plan for consideration at its March meeting.

She gave an update on items added to the Shadow Executive Forward Plan since the last meeting in December. In line with the approach previously taken by the Committee, Members agreed that there was no need to consider those items which would be scrutinised by the preceding authority and/or where the Shadow Executive was acting as a consultative body only, as the risk in this context was low.

The next meeting of the Committee was at 6.00pm on Wednesday 6 March 2019 in the Cattistock Room, Civic Centre, Poole. Members were advised that the pre committee session at 5.00pm would include briefings on Planning Services - Day One and Civic Functions.

**DECISION MADE:**

That the Committee's Forward Plan as set out be agreed.

- 81 Any other business of which notice has been received before the meeting and by reason of special circumstances, which shall be specified in the record of decisions, the Chairman is of the opinion that the items should be considered as a matter of urgency.

None.

Duration of the meeting: 6.00 - 9.20 pm

Chairman at the meeting on  
Thursday, 7 February 2019

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# ACTION SHEET - BOURNEMOUTH, CHRISTCHURCH AND POOLE SHADOW OVERVIEW AND SCRUTINY COMMITTEE

**4b**

Minute number	Item	Action* *Items remain until action completed.	Benefit
<b>Actions arising from Committee meeting: 1 November 2018</b>			
40	Rapporteur updates	<p>The Interim Head of Paid Service agreed to report back to the Committee on the following:</p> <ul style="list-style-type: none"> <li>• Timescales for when residents would be advised of any changes in client / staff relationships resulting from TUPE arrangements for the new BCP council.</li> <li>• Percentage of services likely to have a surplus or deficit of staff - to be reported at an appropriate time once known.</li> </ul> <p><i>Update response circulated to the Committee by email on 25 January 2019. Retain on action sheet until further information available.</i></p>	To provide assurance to the Committee that issues raised by Members are being addressed.
<b>Actions arising from Committee meeting: 9 January 2019</b>			
8	Forward Plan	<p>Long list of items for potential scrutiny in new BCP Council to be developed and included as part of Scrutiny Headlines report; items to include Tricuro and CSP.</p> <p><i>J Actioned - O&amp;S Specialist has co-ordinated long list and submitted as part of Scrutiny Headlines report for consideration by O&amp;S Committee on 6 March.</i></p>	To add value by co-ordinating information on scrutiny priorities within preceding authorities and issues highlighted by Shadow O&S in the course of its own work, in order that BCP may receive and consider these within its future O&S work planning

Minute number	Item	Action* *Items remain until action completed.	Benefit
<b>Actions arising from Committee meeting: 7 February 2019</b>			
76	<b>Medium Term Financial Plan 2019-2021 and Budget 2019/20 including Council Tax</b>	<p>Decision Made:</p> <p>That the Shadow Overview and Scrutiny Committee endorses the recommendations in the Shadow Executive report.</p> <p><i>J Actioned - Decision presented to Shadow Executive Committee meeting on 12 February.</i></p>	To enable O&S views to be taken into account by Shadow Executive when making decisions.
77	<b>Future of Safeguarding Children's Partnership arrangements</b>	<p>Add to long list of items for potential scrutiny in new BCP Council and include as part of Scrutiny Headlines report.</p> <p><i>J Actioned - added to list submitted as part of Scrutiny Headlines report for consideration by O&amp;S Committee on 6 March.</i></p>	To add value by co-ordinating information on scrutiny priorities within preceding authorities and issues highlighted by Shadow O&S in the course of its own work, in order that BCP may receive and consider these within its future O&S work planning
78	<b>BCP Authority Constitution</b>	<p>Decision Made:</p> <p>That the Shadow Overview and Scrutiny Committee makes the following recommendations to the Shadow Executive Committee in respect of the proposed Constitution for BCP Council as appended to the report:</p> <ul style="list-style-type: none"> <li>To include the following additional clause to Part 3 Responsibility for Functions, Section 2 Planning Committee (reference: page 331/2 in reports package)</li> </ul> <p>g. (v) Following a Planning Officer's recommendation to grant or refuse a planning application the Planning Officer will ensure</p>	To enable O&S views to be taken into account by Shadow Executive when making decisions.

Minute number	Item	Action* *Items remain until action completed.	Benefit
		<p>that the Ward Councillor initiating the referral is notified that the application has been refused, OR that the application is being referred to the Planning Committee for decision and on what date.</p> <ul style="list-style-type: none"> <li>To support the proposal of the Overview and Scrutiny Design Working Group as set out at Appendix B of the report, for four Committees: Overview and Scrutiny Board; Health and Adult Social Care Overview and Scrutiny Committee; Children's Services Overview and Scrutiny Committee, and Listening Committee, and the Constitution for recommendation to the Shadow Authority be amended accordingly.</li> </ul> <p><i>J Actioned - Decision presented to Shadow Executive Committee meeting on 12 February.</i></p>	
80	<b>Overview and Scrutiny Committee Forward Plan</b>	<p>Items to be scheduled for Pre-Committee Session as follows:</p> <ul style="list-style-type: none"> <li>Planning Services - Day One</li> <li>Civic Functions</li> </ul> <p><i>J Actioned - Arrangements made to include as part of Pre Committee Session at 5.00pm on 6 March 2019.</i></p>	To provide clarity and assurance to the Committee that appropriate arrangements are in place in respect of these functions.

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## Shadow Authority

### Bournemouth, Christchurch and Poole Shadow Overview and Scrutiny Committee

8

Report Subject	<b>Overview and Scrutiny Headline Report</b>
Meeting date	6 March 2019
Report Author	<p>Lindsay Marshall, Overview and Scrutiny Specialist  📞 01202 451895  ✉ lindsay.marshall@bournemouth.gov.uk</p> <p>Joseph Tyler,  Democratic and Overview and Scrutiny Officer  📞 01202 451895  ✉ joseph.tyler@bournemouth.gov.uk</p>
Status	Public
Classification	For consideration and recommendation
Key Decision	No
Executive summary	<p>This report provides an overview of the current and recent scrutiny priorities across the BCP area. Information has been requested by the Shadow Overview and Scrutiny (O&amp;S) Committee, and provided by all O&amp;S bodies of preceding authorities.</p> <p>Members of this Committee are asked to consider the report and Appendices 1a-1j, and provide comment as appropriate for submission with the preceding authorities' information to the new BCP Overview and Scrutiny (O&amp;S) function.</p>

	The purpose of this exercise is to ensure that there is a mechanism for the BCP O&S function to be informed of work within previous councils, avoid duplication, ensure areas of current monitoring are not overlooked and new priorities can be established in an informed way taking account of previous scrutiny activity in the BCP area.
<b>Recommendations</b>	<b>That the Shadow Overview and Scrutiny Committee considers, comments on and approves Appendix 1 of this report for submission to the new BCP Overview and Scrutiny function.</b>
Reason for Recommendations	This report will assist the Overview and Scrutiny function in the new BCP Council to understand the key overview and scrutiny issues across the BCP area and to effectively prioritise its work.

### Background detail

1. At its meeting in September 2018, the Bournemouth, Christchurch and Poole (BCP) Shadow Overview and Scrutiny Committee discussed and agreed that it could add value by co-ordinating information on current scrutiny priorities within the BCP area, for passing to the BCP Council upon its establishment in April 2019. The Shadow O&S Committee agreed to invite reports from all O&S bodies of the three preceding councils of Bournemouth, Christchurch and Poole, in order to provide opportunity for these O&S bodies to set out current work priorities and recent work undertaken. Preceding authorities have also been asked to identify potential training needs for the new authority. In this way, the Shadow O&S Committee will act as a conduit for the passing of information to the new BCP O&S function which will be able to use this information to inform its work planning and O&S training plan.

### Consultation

2. All O&S bodies of preceding authorities have agreed reports outlining activity in their own area of work, with relevant Officers and the Chairman contributing to a an initial report which was discussed and signed off by members at O&S Committee meetings throughout January and February 2019. The reports are attached at Appendix 1 of this report.

## Options

3. Shadow O&S Members are asked to consider Appendix 1 and approve the information for submission to the BCP Overview and Scrutiny function. Members may wish to comment on what they consider to be immediate priorities for the new O&S function. There is no requirement for the Shadow Authority to undertake this work, the purpose of it is to provide the BCP O&S function with a helpful source of information to allow O&S members to effectively prioritise work in a timely way and ensure a smooth transition of scrutiny activity from the preceding authorities.

### **Summary of Finance and Resourcing Implications**

BCP Council O&S resources can be most effectively targeted if the function is provided with a full outline of current scrutiny priorities across the BCP area.

### **Summary of Legal Implications**

N/A

### **Summary of Human Resources Implications**

N/A

### **Summary of Environmental Impact**

N/A

### **Summary of Equalities and Diversity Impact**

N/A

### **Summary of Risk Assessment**

Any current areas of significant concern or identified risks, in the view of preceding authority scrutiny bodies, may not be known by the new BCP authority scrutiny function if the information is not passed to the authority using this mechanism.

### **Background Papers**

None

### **Appendices**

Appendix 1 containing O&S headline reports from the following bodies:

#### Bournemouth Borough Council

Appendix 1a – Children's Services Overview and Scrutiny Panel

Appendix 1b – Community Overview and Scrutiny Panel (to follow main report by separate circulation).

Appendix 1c – Corporate Services Overview and Scrutiny Panel

Appendix 1d – Environment and Economy Overview and Scrutiny Panel

Appendix 1e – Health and Adult Social Care Overview and Scrutiny Panel

#### Christchurch Borough Council

Appendix 1f – Scrutiny and Policy Overview Committee

Borough of Poole

Appendix 1g – Business Improvement Overview and Scrutiny Committee

Appendix 1h – People Overview and Scrutiny Committee (Children and Young People)

Appendix 1i – People Overview and Scrutiny Committee (Health and Social Care)

Appendix 1j – Place Overview and Scrutiny Committee



## Headline Report to the Shadow Authority Overview and Scrutiny Committee

Panel/Committee: Bournemouth Children's Services Overview and Scrutiny Panel

Committee/Panel's main terms of reference:

- Children and Young People
- Children's Social Care
- Community Learning and Engagement
- Youth Offending Team

**Main topics recently considered:**

- Home Education – Including safeguarding implications and reasons for the recent rise in numbers.
- Young Carers - re-introduction of Bournemouth Young Carers Project into Bournemouth Borough Council – development opportunities
- Transitions Service – support for young people moving into adulthood – service changes
- Care Leavers Service – following the Ofsted Inspection
- Ofsted Inspection Outcome
- General Child Health Issues

**Issues being monitored:**

- Ofsted – Post Inspection Improvement Plan – Small working group currently monitoring the actions arising from the recent Ofsted inspection.
- Mental and Emotional Health of Children and young people
- Independent Review Officers – annual reports
- Special Educational Needs and Disability Policy – financial implications
- Aspire Adoption Service – continuous biannual performance monitoring
- Corporate Parenting Panel – quarterly reports
- Performance Monitoring -
- Youth Justice Report – annual scrutiny prior to Council

**Suggested areas for future scrutiny:**

- Needs and Disabilities (SEND) Transport Policy – Including impact of post Special Educational 16 provision
- Child Exploitation – including criminal and sexual exploitation
- Pupil Place Planning - secondary schools and new free school
- Local Offer
- Post 16 – Functional Skills Issues
- Resource for Under 25's
- Development of New Resource for 16 - 25 year olds with complex needs
- Children's Health – to include the following areas identified by the Panel:

- Integrated Community Children's Health Services Review
- Antenatal health care
- Children's dental health with focus on prevention
- Vaccination programme for children in care

**Suggested areas for Member training:**

- Dedicated Schools Grant – High Needs grant impact
- Corporate Parenting and LAC Virtual School
- Safeguarding – new local arrangements – Scrutiny's role
- Education and Academies – the role of scrutiny

## Headline Report to the Shadow Authority Overview and Scrutiny Committee

Panel/Committee: Corporate Services Overview and Scrutiny Panel

Committee/Panel's main terms of reference:

The Corporate Services Overview and Scrutiny Panel deals with the following areas of responsibility:

- Corporate and Commercial
- Customer Services
- Legal and Democratic
- Strategic Finance
- Corporate Communications
- Property Services

**Main topics recently considered:**

- Shared Services including Governance Arrangements
- Hotel Development adjacent to the BIC
- Bournemouth Asset Investment Strategy/Specific asset purchase opportunities
- Customer Services
- Scrutiny of Medium Term Financial Plan

**Issues being monitored:**

- Budget monitoring including Medium Term Financial Plan
- Capital Strategy and Corporate Asset Management Plan

**Suggested areas for future scrutiny:**

- Customer services for the new authority
- Communication strategy for the new authority
- Budget monitoring for the new authority and long term MTFP
- Asset Investment Strategy for the new BCP authority

- Newly acquired properties for temporary accommodation and how they are reflected in the Council's accounts.
- Review of Seascope Group Limited Companies performance and plans

**Suggested areas for Member training:**

- General training in respect of Corporate Services functions in the new authority
- Skills training for scrutiny of the budget

## Headline Report to the Shadow Authority Overview and Scrutiny Committee

Panel/Committee: Environment and Economy

Committee/Panel's main terms of reference: The Environment and Economy Overview and Scrutiny Panel covers BH Live; Economic Development; Parks and Open Spaces in relation to tourism and environmental issues including river bank erosion, flooding and land contamination; sport and recreation; Tourism; Environmental Sustainability; Planning and Transport and Technical Services.

Note: The Planning Policy Steering Group currently covers planning scrutiny.

### **Main topics recently considered:**

- Transport Options
- East Cliff Lifts
- A338
- Tuckton and Iford Roundabout
- Green Credentials Report
- Wallisdown Road
- Sea Front Operations

### **Issues being monitored:**

- East Cliff Lifts
- Millhams Recycling Centre
- Flood Advisory Group
- Christmas Trees
- Coastal Protection
- Tuckton and Iford Roundabouts
- Refresh of the South East Dorset Multi-Model Transport Study

### **Suggested areas for future scrutiny:**

- The BCP Local Transport Plan
- Transforming Cities and Smart Cities
- Car Park Spaces
- Playground Strategy
- Local Plan
- Supplementary Planning Documents
- BCP Events Review Strategy
- BCP Green Credentials
- Destination (Tourism) Strategy and Branding
- Sea Front Capital Projects
- BCP Fleet Management
- BCP Waste Strategy
- Town Centre Vision
- Pedestrianised schemes
- Empty Shops

- The Cumulative impact of permitted developments on flooding
- The Street Work Permit Scheme

**Suggested areas for Member training:**

- General practical and policy session for each service unit
- Media Training

## Headline Report to the Shadow Authority Overview and Scrutiny Committee

Panel/Committee: Bournemouth Health and Adult Social Care O&S Panel

Committee/Panel's main terms of reference:

The Health and Adult Social Care O&S Panel deals with the following areas of the Council's responsibility:-

- Public Health
- Adult Social Care
- Community Learning and Commissioning

The Panel considers a wide range of issues on the delivery of health services affecting the residents of Bournemouth. Because of the wide-ranging nature of its work, other Cabinet Members and Business Units may need to report to the Panel. It carries out the Council's overview and scrutiny functions under the Health and Social Care Act 2001 and 2012, the National Health Services Act 2006 and any relevant regulations made under those acts and under any subsequent legislation.

The Panel also establishes Joint Health Scrutiny Committees with neighbouring local authorities to consider cross cutting service changes.

### **Main topics recently considered:**

- Adult Social Care Charging Structure.
- Dorset CCG Clinical Services Review – Joint Health Scrutiny.
- Public Health including the impact of alcohol on Bournemouth.
- Acquisition of a Care Home in Bournemouth.
- Dorset CCG Dementia Services Review.
- Dorset CCG New Integrated Care System.
- Older People Care Home Market across Bournemouth and Poole.
- Out of Hours/Emergency Duty Service.
- Expansion of publicly available defibrillators.

### **Issues being monitored:**

- Out of Hours Service. Review in Autumn 2019.

- Adult Social Care Charging Structure. Review in Autumn 2019 to ascertain the impact of the increased charging.
- Public Health - Livewell Dorset Service.
- Dorset CCG Primary Care Transformation Programme.
- Adult Social Care Performance and Delayed Transfers of Care.
- Dorset CCG – Glucose Monitoring. Review in June 2019.
- Review Performance of Winter Pressure on funding. Spring 2019.
- Dorset CCG Clinical Services Review – Joint Health Scrutiny. Review position in June 2019
- Public Health including the impact of alcohol on Bournemouth.

**Suggested areas for future scrutiny:**

- Mosaic, including integration of Christchurch data. September 2019.
- Future of Adult Social Care funding as the Government develops plans.
- Better Care Fund arrangements post April 2019. Review of joint working.
- Tricuro. Autumn 2019.
- South Western Ambulance Service, including NHS 111.
- Dorset Care Record. Winter 2019.
- Corporate Wellness – Public Health

**Suggested areas for Member training:** (M for member of Health panel, A for all members)

- Carers. M
- Health watch. M
- Acronyms. M
- CSR. A
- Assistive technology. M
- Role of council in relation to health services, continuing healthcare. M



- How we buy and allocate care and how we work in the market. M
- Paying for care. A
- Public health role. A

## Headline Report to the Shadow Authority Overview and Scrutiny Committee

Panel/Committee: Christchurch Council Scrutiny and Policy Overview Committee

Committee/Panel's main terms of reference: Terms of Reference

The Scrutiny and Policy Overview Committee will have the following roles and functions in terms of any matter which affects the Borough or its inhabitants:

### Scrutiny Functions

- a. To review decisions or actions taken in connection with the discharge of the Council's functions
- b. Through the Call to Account process, scrutinise and review decisions made or actions taken in connection with the discharge of the policy committee decisions
- c. To call in, where necessary, decisions made but not yet implemented by policy committees
- d. To make referrals as required to full Council on Council matters or matters which affect the authority's area or their inhabitants
- e. To consider any matters referred by full Council
- f. To require information from and to make recommendations to partner authorities about performance in respect of the Local Enterprise Partnership
- g. To consider matters referred through the Councillor Call for Action
- h. For the purposes of the Police and Justice Act 2006 be designated as the Crime and Disorder Committee with the following remit:
  - To review or scrutinise decisions made, or action taken, in connection with the discharge by the responsible authorities of their crime and disorder functions
  - To make reports or recommendations to the responsible authority(s) with respect to the discharge of those functions

### Policy Overview Functions

- a. Work within a work programme to support the Council's Corporate Plan and policy committees in the development of its budget and policy framework by in-depth analysis of policy issues
- b. To determine any areas required to improve outcomes subject to any action on Council functions which involve new or changes to existing policy or unallocated resource implications being referred to the policy committees. Any reports on matters outside of the Council's functions will be referred to the full Council.
- c. Conduct research and other consultation in the analysis of policy issues and possible options.
- d. Consider and recommend mechanisms to encourage and enhance community participation in the development of policy options.

- e. Question Members and Senior Officers about issues and proposals affecting their service areas.
- f. Carry out reviews on any issues referred to the Committee from the policy committees or the Joint Audit Committee.
- g. Liaise with other external organisations operating in the area, whether national, regional or local, to ensure that the interests of local people are enhanced by collaborative working

**Main topics recently considered:**

- Constitutional Changes/Review of Changes to the Scheme of Delegation
- Christchurch Local Plan Review – Overview of Procedure/Options for Consideration
- Update on Planning Pre-Application Charging
- Grounds Maintenance Standards Review
- Play in North Highcliffe and Walkford
- Red House Museum Funding Arrangements
- Police and Crime Panel / Community Safety and Criminal Justice Board Update
- Annual Report on Regulation of Investigatory Powers Act
- Establishing New Town and Neighbourhood Councils – Progress Report

**Issues being monitored:**

- Traffic Regulation Orders
- Pest Control Service

**Suggested areas for future scrutiny:**

- Traffic Regulation Orders
- Pest Control Service
- Revenue budgets
- Capital strategy
- Crime & disorder
- RIPA
- Hospital and GP surgeries
- Child & Adult service disaggregation from Dorset (ensure residents have a continued service at all levels)
- Parish Councils transfers of assets and SLAs

**Suggested areas for Member training:**

- None suggested

## Headline Report to the Shadow Authority Overview and Scrutiny Committee

Panel/Committee: Business Improvement Overview and Scrutiny Committee (BoP)

Committee/Panel's main terms of reference:

To make recommendations to Cabinet or Council as appropriate in relation to issues arising from the following service areas and to reflect the Council's Corporate Strategy:

To act in the capacity of the primary scrutinizer of the Council's budget and Medium Term Financial Plan.

- Corporate Governance Issues (including the amendments to the Council's Constitution)
- Human Resources
- Financial Services and Estates
- Legal & Democratic Services
- ICT Services
- Corporate Strategy and Communications

Note: Stour Valley and Poole Partnership has its own Executive and Scrutiny Committees on which the Council is represented. The Overview and Scrutiny of issues relating to revenue and benefits is within the remit of this Committee.

### **Main topics recently considered:**

- Local Government Reorganisation – A sub-committee was established for this topic which then looked at items to be considered by the BCP Joint Committee
- Vacancy Clearing Process – an information report
- Review of Planning Delegations – an update was made to the Poole Scheme
- Business Rates Revaluation Support Scheme – an amended scheme was considered to provide relief to smaller businesses in Poole
- Renegotiation of Lease on Poole Dolphin Centre – unlocked £25M of investment and development potential – leisure scheme, including cinema now approved by Planning Services as a direct result.
- Shared Working with Bournemouth
- Review of Community Asset Transfer Protocol – scheme was updated and simplified

**Issues being monitored:**

- None at present – A Meeting has not taken place since July 2018 and there are currently no items on the Forward Plan. This is primarily because a lot of business has been diverted to the relevant programme teams in relation to LGR and also to Shadow O&S Committee where appropriate.

**Suggested areas for future scrutiny:**

- Medium Term Financial Plan – this should be ongoing as part of the Budget setting process
- Corporate Property Asset Management Plan – bearing in mind that both Bournemouth and Poole have their own respective strategies, it is assumed that BCP will create a new strategy for the whole area.
- Monitoring of Scrutiny arrangements for BCP for 18-24 months – potential for a working group
- Provision and Management of Events across the conurbation i.e. charging for road closures, hire of open spaces, policies in relation to suppliers etc
- Review of policy around fire breaks for private properties, particularly concerning Canford Heath.
- Street scene policy.

**Suggested areas for Member training:**

- General training – Effective Scrutiny
- Scrutiny of Medium Term Financial Plans

## Headline Report to the Shadow Authority Overview and Scrutiny Committee

Panel/Committee: Borough of Poole's People Overview and Scrutiny Committee (Children and Young People)

Committee/Panel's main terms of reference:

To make recommendations to Cabinet or Council as appropriate in relation to issues arising from the following service areas and to reflect the Council's Corporate Strategy:

- Children and Young People and Learning
- Children and Young People Social Care
- Public Health

This Committee has appointed to it certain statutory outside representatives, e.g. Diocesan Education Reps. The Committee also has had longstanding vacancies for Parent Governor Representatives. Continuing with these representatives, filling vacancies and ensuring better engagement would be beneficial. Also consideration given to engagement with Multi Academy Trusts.

The Committee has members of the United Kingdom Youth Parliament (UKYP) who sit on it. There will be an election for Poole and consideration needs to be given to their role in the new Council.

Members of the Committee take on Member Link roles – this would be very beneficial to continue.

### **Main topics recently considered:**

- Childcare Sufficiency Plan 2018
- Monitoring progress on the Ofsted Inspection Plan
- LSCB Annual Report and Business Plan
- Key Stage Outcomes
- Emotional Wellbeing and Mental Health Services
- Child Sexual Exploitation
- School Admission Arrangements
- Children's Services Plan
- Raising Educational Standards Working Party

### **Issues being monitored/Annual Reports:**

- Annual Report of the Independent Reviewing Officer
- Corporate Parenting Annual Report for Children in Care and Care Leavers
- Private Fostering Annual Report
- Complaints, Representations and Compliments Annual Report
- LSCB Annual Report

- Youth Justice Annual Plan
- Out of Hours Service
- Key Stage Outcomes
- Ofsted Inspection Plan – BoP Single Inspection Framework (published Nov 2017)
- UK Youth Parliament

**Suggested areas for future scrutiny:**

- Children’s Safeguarding Partnership Working
- Multi agency progress in addressing child exploitation (including criminal exploitation and County Lines)
- Youth Services – open access and targeted

**Suggested areas for Member training:**

- Violence in adolescent relationships

## Headline Report to the Shadow Authority Overview and Scrutiny Committee

Panel/Committee: BOP People Overview and Scrutiny (Health and Social Care) Committee

Committee/Panel's main terms of reference:

To make recommendations to Cabinet or Council as appropriate in relation to issues arising from the following service areas and to reflect the Council's Corporate Strategy:

- Statutory Health Overview and Scrutiny
- Adult Social Care Services
- Housing and Community Services

This Committee carries out Council's Overview and Scrutiny functions under the Health and Social Care Act 2001 and 2012, the National Health Services Act 2006 and any relevant regulations made under those Acts and under any subsequent legislation.

In accordance with the Health and Social Care Act 2012, the power of referral of a substantial variation(s) to the Secretary of State for Health, rests with this Committee (delegated by Council 18/11/14).

### **Main topics recently considered:**

- Dorset Clinical Commissioning Group's Clinical Services Review
- Joint Health Scrutiny on Ambulance Service performance
- Hillborne School and Housing Masterplan
- Performance and investment in Adult Social Care Out of Hours Service
- Homelessness and Homelessness Reduction Act
- Impact of Public Space Protection Orders in Poole
- Strategic Options Review re Housing Management
- Performance of Tricuro
- Procurement and contracting for Care and Support at home contracts
- Delivery of Action Plan following Peer Review of Adult Social Care Assist Service
- Development of Figbury Lodge Residential and Nursing Home
- Care Home market Review

### **Issues being monitored/Annual Reports/Working parties:**

- HRA, Rent Setting and Budget and Poole Housing Partnership Delivery Plan
- Local NHS Trust Quality Accounts
- Dorset Integrated Care System; Dorset Sustainability and Transformation Plan and Better Care Fund
- Healthwatch Dorset Annual Report
- Safeguarding Adults Board Annual Report and Business Plan



- Safer Poole Partnership Strategic Assessment; Priorities and performance
- Services and outcomes for Carers
- Performance and Customer Feedback (including complaints) for adult social care
- Fire safety in high-rise blocks

**Suggested areas for future scrutiny:**

- Development of future commissioning plans for BCP for adult social care in order to ensure a sustainable and high quality market (including the role of Tricuro)
- Scrutinising the multi-agency effectiveness of strategic plans and interventions to tackle exploitation of children and vulnerable adults
- Development of BCP Housing Strategy
- Further review of impact of the Homelessness Reduction Act and particularly how to respond to the ending of Central Government financial support
- Implementation and performance of the NHS Dorset Urgent Integrated Care Service
- Fire safety in high-rise blocks and the local implications of national recommendations arising from the Grenfell Tower Enquiry

**Suggested areas for Member training:**

- Ensure all members understand the Council's safeguarding responsibilities for children and adults

## Headline Report to the Shadow Authority Overview and Scrutiny Committee

Panel/Committee: BOP Place Overview and Scrutiny Committee

Committee/Panel's main terms of reference:

To make recommendations to Cabinet or Council as appropriate in relation to issues arising from the following service areas and to reflect the Council's Corporate Strategy:

- Planning and Economic Development
- Transportation
- Environment
- Tourism and Town Centre
- Culture and Community Learning

This Committee carries out the Council Crime and Disorder Overview and Scrutiny functions under the Police and Justice Act 2006.

### **Main topics recently considered:**

- Upton Country Park Annual Report
- Poole Park Development
- Walking and Cycling Delivery Plan
- Poole Business Improvement District ('Poole BID')
- Economic Development Action Plan
- Neighbourhood Planning Reviews
- Local Plan and LEP
- Gypsies and Travellers Strategy
- Tourism Strategy
- Poole Museum Strategy
- Public Library Review
- Skills and Learning – OFSTED report
- Car Parking and Car Parking Charges Review
- Child Sexual Exploitation ('CSE') - Place theme - Action Planning

### **Issues being monitored:**

- Seafront Development Programme
- Poole Town Centre North Regeneration

### **Suggested areas for future scrutiny:**

- Community Infrastructure Levy ('CIL') 123 List and Charging Schedule
- Street Scene Services

### **Suggested areas for Member training:**

None

## Forward Plan – BCP Shadow Overview and Scrutiny Committee

**Note – the Overview and Scrutiny Committee has assessed and prioritised items on this Forward Plan based on O&S members' view of the risk associated with the item and the value to be added by O&S engaging with it.**

	Subject	Anticipated benefits of consideration by O&S	How will the scrutiny be done?	Officer writing the report
	<b>Meeting date 6 March 2019</b>			
<b>1.</b>	<b>LGR Programme Update (monthly – Executive Committee item)</b> Update on progress and timescales in respect of the adopted programme to implement LGR for the BCP unitary authority.	Provides O&S with regular updates on key milestones within the Programme. By being well informed, O&S can better identify areas for further scrutiny.  Also allows O&S to monitor work streams and make suggestions should it feel there are omissions within the reported Programme activity.	O&S members identified this as a low risk issue which provides information to inform wider scrutiny work.  To be received within regular O&S Committee meetings – provides opportunity for public input and awareness. Brief time slot required.  Where meetings are not held, to be received informally, by email, briefings, or in BCP members' newsletters.	Julian Osgathorpe
<b>2.</b>	<b>Preceding Authorities' Scrutiny Headlines</b> To receive a report detailing identified scrutiny priorities, issues being	The Shadow O&S Committee will add value by co-ordinating information on current scrutiny priorities within preceding authorities and issues	This item has not been assessed on a risk basis.	Lindsay Marshall

	<b>Subject</b>	<b>Anticipated benefits of consideration by O&amp;S</b>	<b>How will the scrutiny be done?</b>	<b>Officer writing the report</b>
	monitored and ongoing reviews from preceding authority scrutiny bodies.	highlighted as part of its own scrutiny work, in order that BCP may receive and consider these within its future O&S work planning.	To be received in a report format as a substantive item in Committee, providing an audit trail of scrutiny priorities from preceding authorities, and a long list of items identified by the Committee in the course of its own scrutiny work. To be recommended to the new BCP authority O&S body for its consideration.	
<b>3.</b>	<b>Rapporteur Updates (monthly)</b> Verbal update reports from named O+S rapporteurs on the strategic activity taking place under Service Delivery Boards and any risks identified.	Rapporteurs are responsible for cultivating informal dialogue with relevant Executive members to understand activity taking place under Service Delivery Boards. Reporting of this information to Committee meetings will allow the O&S Committee to keep abreast of activity, gain greater understanding of risks relating to transition and better prioritise the Committee work load according to identified risk.	Verbally, at each Committee meeting.	Member led process.
	<b>Meeting date TBC</b>			

	<b>Subject</b>	<b>Anticipated benefits of consideration by O&amp;S</b>	<b>How will the scrutiny be done?</b>	<b>Officer writing the report</b>
<b>4.</b>	<p><b>LGR Disaggregation – assets and liabilities and next steps</b></p> <p>As agreed at the Committee meeting of 18 July, to consider the output of disaggregation relating to assets and liabilities, when available; and to receive updates on next steps relating to disaggregation.</p>	<p>O&amp;S will add value by providing challenge of this key LGR Programme work stream and maintaining oversight of related activity.</p>	<p>O&amp;S members identified the disaggregation work stream as a high risk issue owing to its integral part in the BCP 2019-20 budget process, to be considered as a substantive item in Committee. Updates relating to disaggregation may be provided on an informal basis, as appropriate according to timescales.</p> <p>Note: Interim S151 Officer has indicated intention to include as part of Medium Term Financial Plan update report</p>	Adam Richens
<b>5.</b>	<p><b>Programme Resources – resources for the implementation of the LGR Programme</b></p> <p>To provide the next stage of resource analysis and requirement following on from previous consideration of resources required to support the Programme.</p>	<p>This report relates to the allocation of resources to continue the work of the LGR Programme. Resources may be required from a centrally held budget or in the form of contributions from the preceding authorities.</p> <p>O&amp;S can add value by focusing its scrutiny along the lines of risks associated with this matter.</p>	<p>O&amp;S members identified this as a high risk issue requiring focused scrutiny as a substantive item in Committee.</p> <p>At 11 October 2018 O&amp;S Committee meeting, members agreed to receive these reports at Committee whenever they were available.</p>	Julian Osgathorpe

	<b>Subject</b>	<b>Anticipated benefits of consideration by O&amp;S</b>	<b>How will the scrutiny be done?</b>	<b>Officer writing the report</b>
	<b>Other scrutiny</b>			
<b>6.</b>	<b>Pre-Committee sessions</b> To be held monthly 5-5.45pm prior to Committee meetings to provide opportunity for informal dialogue with key officers and Executive members.	Provides O&S with clarity on queries raised in relation to the remit of the Committee. By being well informed, O&S can better identify areas for further scrutiny.	By informal session open to all BCP members. This will ensure that Committee time is reserved for issues with an identified scrutiny objective.  O&S members will be asked to submit any queries by a given deadline and wider BCP members will be able to raise matters via O&S members.	Various – information to be provided verbally.
<b>7.</b>	<b>Risk Register</b>	O&S Members will maintain understanding and close oversight of the high level risk register relating to the Programme, and can use this in their agreed risk focused approach to scrutiny.	In pre-Committee briefings .	Julian Osgathorpe
<b>8.</b>	<b>Overview of LGR Programme budget</b>	Members maintain close oversight of the Programme budget, are aware of updates in relation to it and risks, should they arise. This couples the scrutiny of formal reports to be	At 11 October 2018 O&S Committee meeting, members agreed to maintain oversight of the Programme budget in pre-Committee briefings.	Julian Osgathorpe

	<b>Subject</b>	<b>Anticipated benefits of consideration by O&amp;S</b>	<b>How will the scrutiny be done?</b>	<b>Officer writing the report</b>
		received by the Committee whenever available.		
<b>Potential future scrutiny items for recommendation to BCP ('long list')</b>				
<b>9.</b>	<b>Scrutiny of Tricuro</b>  Issue identified for possible future scrutiny following discussion of a recommendation from Tricuro to the Shadow Executive Committee in January 2019.			
<b>10.</b>	<b>Scrutiny of Community Safety Partnership</b>  Issue identified for possible scrutiny following discussion of planned Shadow Executive Forward Plan items for February 2019.			
<b>11.</b>	<b>Proposed new Pan Dorset Safeguarding Children Arrangements</b>  Issue identified for possible scrutiny following discussion of proposed arrangements in considering report at O&S Committee in February 2019.			

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