

WORK PROGRAMME

Corporate Overview and Scrutiny Committee – 2022/2023

The Corporate Overview and Scrutiny Committee is the Council's principal overview and scrutiny committee. It is responsible for co-ordinating and approving the scrutiny work programmes, overseeing the work of the Overview and Scrutiny Committees and ensuring coherence of approach to cross cutting policy themes. The committee also has a key role in challenging progress around the Council's ambitions of running the business well.

The Committee also scrutinises those areas of the County Council's activity focused on corporate improvement. Its remit covers:

- Holding the Leader and Cabinet Member for Finance and Resources of the Council to account for achievement of the overall vision of a connected Staffordshire.
- The Council's overall performance and approach to managing performance and Strategic Corporate Planning
- The Council's Medium-Term Financial Strategy
- The Council's on-going programme of improvement and transformation.
- The Committee is responsible for scrutiny of achievement against the Council's strategic priorities.
- The Council as a commissioning organisation including how it uses customer insight to drive improvements in services.

We review our work programme regularly to ensure it remains relevant to the challenges facing local communities, the Council and its partners.

Councillor Colin Greatorex

Chairman of the Corporate Overview and Scrutiny Committee

If you would like to know more about our Work Programme or how to raise issues for potential inclusion on a Work Programme, then please contact Mandy Pattinson, Scrutiny and Support Officer (mandy.pattinson@staffordshire.gov.uk)

Work Programme 2022/2023

Date of Meeting	Item	Details (Background)	Action / Outcome
6 June 2022	Reserved for Call In - cancelled		
21 June 2022	Work Programme - Members: Alan White/Ian Parry Officers: John Tradewell/Rob Salmon	Development of the work programme for 2022/23	That the draft Work Programme for 2022/23 be agreed.
	Appointment of the Medium-Term Financial Strategy Working Group Officers: Mandy Pattinson		Councillors C Greatorex (Chairman), B Peters, C Atkins, J Pert, G Heath, S Thompson and J Oates.
	Climate Change Working Group Update Officer: Deb Breedon	To receive an update report	<ul style="list-style-type: none"> a) That the membership comprise: Councillors C Atkins, T Clements, J Pert, B Peters, D Smith and S Thompson. C Wileman to be invited to remain as a member. b) Chairman - Councillor S Thompson.
	Boundary Commission Review – update Chairman verbal report		<ul style="list-style-type: none"> a) That the Committee continue to receive updates at its future meetings. b) That the Committee view the Consultation plan at the earliest opportunity, specifically the ways of engaging with older people; those not happy with completing forms on line; BME communities; the rural communities; and how Parish councils could help to publicise the consultation.

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Date of Meeting	Item	Details (Background)	Action / Outcome
4 July 2022	Reserved for Call In	Cancelled.	
2 August 2022	Integrated Performance Report – Quarter 1 Members: Alan White/Ian Parry Officers: John Tradewell/Rob Salmon	Quarterly report. To include information on the Household support fund.	<ol style="list-style-type: none"> 1. Information on the anticipated impact of the £3.046m reduction in Carriageway/other maintenance, be included in the next performance report. 2. It was requested that the Cabinet member for Health and Care look at the 'Workforce Strategy' and ensure that, where possible, it included Health Partners. 3. Information on the 'Maintained schools forecast spend' and the new developer contributions of £2.094m which remained unallocated, be included in the next performance report.
	Boundary Commission Review – update Officers: Chris Ebberley/Kerry Dove/Katie Marshall	Update	Noted the report.
8 August 2022	Reserved for Call In	Cancelled	
2 September 2022	Reserved for Call In	Cancelled	
13 September 2022	Overview and Scrutiny Work Programmes Overview and Scrutiny Chairman	To ensure communication between the committees and no duplication	<ol style="list-style-type: none"> a) Prosperous Overview and Scrutiny Committee take the lead on air quality and invite Health O&S members to attend. b) Highways transformation programme - the Contract side

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			of the transformation should be considered by Corporate O&S and the Monitoring of performance would remain with Prosperous O&S Committee.
	<p>Boundary Commission Review – update Officers: Chris Ebberley/Kerry Dove/Katie Marshall</p>		<p>a) That the progress on the County’s Electoral Review be noted. b) That the comments and suggestions from the Committee as listed in the minutes be referred to Cabinet for consideration.</p>
	<p>Governance review – update Cabinet Member: Alan White Officers: Kate Loader</p>		The report was noted, and a further report was added to the work programme for December 2022.
7 October 2022	Reserved for Call In	Cancelled	
25 October 2022	<p>1. Corporate Complaints Annual Report 2021/22. 2. LGSCO Annual Report Member: Alan White Officers: John Tradewell/Kate Bullivant</p>	Annual reports	Resolved: That the report be noted and that Complaints process training be re-offered to all Councillors through the Members Training Programme.
	<p>Climate Change Working Group Update Chairman: S Thompson Officer: Deb Breedon</p>		Noted

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Date of Meeting	Item	Details (Background)	Action / Outcome
	<p>Climate Change Annual report and action plan Member: Simon Tagg Officers: Clive Thompson/James Cartwright</p>	<p>Pre decision scrutiny. Annual report</p>	<p>Resolved: a) That the update be noted. b) That the Committee receive an update in 12 months time. c) That the comments made by the Committee, listed in the minutes, be reported to the Cabinet in November 2022.</p>
	<p>Integrated Performance Report – Quarter 2 Members: Alan White/Ian Parry Officers: John Tradewell/Rob Salmon/Kerry Dove</p>	<p>Regular quarterly report</p>	<p>Resolved: a) That the Quarter 2 2022/23 Integrated Performance Report be noted. b) That the Committee be provided with information on why 1/5 of Children with a Child Protection Plans had received more than one plan. c) That a special meeting to look at the MTFS and the revised Children’s Transformation Programme be arranged.</p>
	<p>Entrust – Review of changes Member: Mark Deaville Officers: Ian Turner</p>	<p>Decision taken to change contract at June Cabinet – O&S to scrutinise changes and implications.</p>	<p>Resolved: a) That the update be noted. b) That the Cabinet member provide a monitoring report to the Committee in 12 months time.</p>
<p>7 November 2022</p>	<p>Reserved for Call In</p>	<p>Cancelled</p>	
<p>2 December 2022</p>	<p>Reserved for Call In</p>	<p>Cancelled</p>	

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Date of Meeting	Item	Details (Background)	Action / Outcome
12 December 2022	<p>Equality, Diversity and Inclusion - Principles, Objectives and Action Plan update (to include gender pay gap update) Member: Alan White Officers: S Getley/Kerry Dove</p>	Requested by members	<ul style="list-style-type: none"> a) That the progress made to deliver against the Councils Equality, Diversity and Inclusion principles, objectives and action plan be noted. b) The Councils Gender pay gap report and workforce profile be noted. c) That the comments made by the Committee, listed above, be reported to Cabinet when the Councils delivery of Equality, Diversity and Inclusion plan was considered. d) That the Cabinet member provide a monitoring report to the Committee in 12 months' time. e) More information on the impact of the levy and diversity and which partners used be sent to the Committee.
	<p>Governance review – update Cabinet Member: Alan White Officers: Kate Loader</p>	Follow on report from 13 September 2022	<ul style="list-style-type: none"> a) In relation to Limited Companies and Local Authority Trading Companies (LATCos): <ol style="list-style-type: none"> 1. The Monitoring Officer should undertake a governance review for the purpose of recommending new governance standards for the operation of LATCos

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Date of Meeting	Item	Details (Background)	Action / Outcome
			<p>and Limited Companies. This should consider:</p> <ul style="list-style-type: none"> ii. proposals for the introduction of a company start-up checklist; iii. any conflict that may exist in relation to SCC Members and Officers holding Directorships in Local Authority Trading Companies (LATCos); iv. the operation of indemnities to support Directorships. <p>2. The County Solicitor to develop one centralised list of companies.</p> <p>b) In relation to Outside Bodies, a further report be presented to the Committee, in April 2023, containing recommendations about which outside bodies should be withdrawn from member representation.</p>
	<p>Empowering our Communities Strategy Cabinet Member: Victoria Wilson Officers: K Dove/C Mann</p>	<p>Pre decision scrutiny</p>	<ul style="list-style-type: none"> a) That the draft Position Statement including the draft Communities Delivery Plan 2023 be noted. b) That the comments made by the Committee, listed above,

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Date of Meeting	Item	Details (Background)	Action / Outcome
			be reported to the Cabinet in February 2023.
10 January 2023	Reserved for Call In	Cancelled	
17 January 2023	Overview and Scrutiny Work Programmes Overview and Scrutiny Chairman	To ensure communication between the committees and no duplication	a) That the O&S Committee work programmes be noted. b) That the following issues be raised at the next O&S Chair and vice chairs forum. Items discussed on 240123 <ul style="list-style-type: none"> • Reports being pulled from agendas at the last minute. • Reports not containing the information requested. • Cabinet responses to recommendations made by committees not being received. • The performance of Avanti and its impact on Staffordshire.
	Scrutiny of the Local Enterprise Partnership (including governance arrangements).	Annual scrutiny. To include AGM update	a) That the report be received and noted. b) That at the next scrutiny meeting with the SSLEP (annual scrutiny) the report contains case studies of projects on the Local Growth Fund or Building Fund; their purpose; LEP contribution to the bids; and the project aims and results. Programmed for 160124 c) Information on the City Deal Carbon Emissions reduction targets, how this was reported and local authority involvement in collecting the data, be provided to the committee. Information emailed to Committee 160223

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Date of Meeting	Item	Details (Background)	Action / Outcome
	<p>MFTS 2022-2027 Working Group Report Chair of COSC - Cllr Greatorex Rob Salmon/Rachel Spain</p>		<p>a)That, subject to the following amendments, the Medium Term Financial Strategy (MTFS) working Group report and recommendations, be approved and submitted to the Cabinet at their meeting on 25 January 2023:</p> <p>An additional recommendation 18 to read: <i>Priority area discussed at Corporate O&S - post settlement</i> <i>In view of the £37.8m additional government settlement announcement, which may allow for the £20m draw on reserves to no longer be needed, along with the Government scheme delay affecting £4.2m in the ‘budget for market sustainability and cost of care’ in Social Care, there were options to invest. A sum could be committed as investment in Highway/Capital improvements (in the same way as that proposed last year), as this would save money in the long term.</i></p> <p>Recommendation 10 be amended to read: That the Cabinet Member for Education (and SEND) prioritise the SEND Transport review and consider if timelines can be moved forward. <i>This should be a priority and addressed early in the financial year.</i></p> <p>Recommendation 12 be amended to read:</p>

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Date of Meeting	Item	Details (Background)	Action / Outcome
			<p>That consideration be given to a review of allocating SEND transport provision on an annual basis to reduce the number of single route taxis. We questioned whether the system used by SCC for route calculation was best in class or whether a more modern system may be beneficial. Routing reviews should also be carried out on a regular and frequent basis e.g. each academic year.</p> <p>b) That the wording of the amendments in the report be approved by the Chair.</p>
10 February 2023	Reserved for Call In	Cancelled	
27 February 2023	<p>Quarterly Integrated Performance report (Quarter 3) Members: Alan White Officers: John Tradewell/Rob Salmon/Kerry Dove</p>	Regular quarterly report	<p>a) That the Quarter 3 2022/23 Integrated Performance Report be noted.</p> <p>b) Information on apprenticeships (location and numbers) to be forwarded to the committee for information.</p>
	<p>People strategy – update Members: Alan White/Ian Parry Officers: John Tradewell/Sarah Getley</p>	Pre decision scrutiny – Cabinet in March 2023	<p>The report and the comments made by the committee were noted.</p> <p>Note: following the meeting members were sent information on the current offer to support Male mental health</p>
	<p>Boundary Commission Review – update Officers: Chris Ebberley/Kerry Dove/Katie Marshall</p>	Pre decision scrutiny – Council March 2023	<p>a) The progress on the County’s Electoral Review was noted.</p> <p>b) The comments and suggestions from the Committee as listed in the minutes were referred to Council for consideration. (Council 16/03/23)</p>

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Date of Meeting	Item	Details (Background)	Action / Outcome
	Work Programme and MTFS Cabinet response	Cabinet response to the Committees MTFS report	Noted
6 March 2023	Reserved for Call In	Cancelled	
3 April 2023	Reserved for Call In	Cancelled	
11 April 2023	Civil contingencies Members: Alan White Officers: Tracy Thorley	Pre decision scrutiny	<p>Resolved:</p> <ul style="list-style-type: none"> a) That the review of the Civil Contingencies Policy be noted. b) That a list of legislation which covered Civil Contingences be shared with the Committee, for information. c) A copy of the current SRB plan and the 3-year programme would be shared with the committee. d) A link to the results of the recent Cyber attacks and contingencies exercise, be shared with the Committee. e) That the following be added to the Policy; <ul style="list-style-type: none"> • A reference to CBRN; • A definition of Gold command and how this is appointed; • Reference to MOUs and any agreed approach to the use of buildings/ resources etc to avoid duplication. f) That the Audit and Standards Committee be requested to include the Civil Contingencies Policy review of processes, in their work programme at an appropriate time (normally every three years).

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Date of Meeting	Item	Details (Background)	Action / Outcome
	<p>Governance review – Outside Bodies update Cabinet Member: Alan White Officers: Kate Loader</p>	<p>Pre decision scrutiny. Requested at 12 December meeting</p>	<p>Resolved: That the Leader of the Council be recommended to:</p> <ul style="list-style-type: none"> a) All of the outside bodies highlighted in red on the list appended to the report be reviewed again to ensure that they are no longer needed and then if not required, be removed from the annual appointments list. b) That the outside bodies highlighted in amber on the list appended to the report be continually reviewed. c) That there is a review of Outside Bodies taking place in the first year after SCC elections which should include a survey to SCC elected members who are appointed to them. Each year thereafter a review takes place with the Outside Bodies themselves. d) That the list of outside bodies be published on the council’s website for information.
<p>9 May 2023 2.30pm (was reserved for call-in – now full meeting)</p>	<p>Revised Children’s Transformation Programme-budget implications Members: Alan White/Ian Parry/ Mark Sutton Officers: Nisha Gupta</p>	<p>Budget implications – Requested at 25 October meeting. Moved from April due to officer availability</p>	

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Date of Meeting	Item	Details (Background)	Action / Outcome
	Corporate Delivery Plan Members: Alan White Officers: Alex Thorogood	Pre decision scrutiny	
	Volunteering Policy Members: Victoria Wilson/Mark Sutton Officers: Catherine Mann/Mike Smith		

Items for Consideration or needing more detail– Work Programme 2022/2023

Suggested Item	Details (Background)	Proposed Date of Meeting
Digital – in 2021/22 work programme	<ul style="list-style-type: none"> Audit committee considering audit review recommendations. Digital infrastructure – Prosperous O&S Committee Social Care aspect of digital in Health O&S work programme 	
Civil Contingency's	Raised by the Leader at triangulation – Officer Tracey Thorley.	11 April 2023. Officer - Tracy Thorley
Leaders Board for Staffordshire	Raised by the Leader at triangulation – Officer Keith Luscombe/Chris Ebberley	Member involvement - TBC
BEST Transformation and the impact on the children's transformation	Raised at triangulation 08/11/22.	Discussion on appropriate time with Tracy Thorley. Very early stages of redesign – Will report to committee for pre decision scrutiny ASAP
Governance – review of partnerships	<ul style="list-style-type: none"> AMEY – Prosperous committee looking at performance and contract – April 2022. Nexus – no changes proposed 	Entrust (October 2022) Arms length companies – 13 September. Outside bodies to be reviewed by

Items for Consideration or needing more detail– Work Programme 2022/2023

Suggested Item	Details (Background)	Proposed Date of Meeting
	<ul style="list-style-type: none"> Entrust – part of Gov review Currently a governance review working group (officers lead by internal audit). Possible – briefing paper with update on current position September. Date to be confirmed	Governance working group – report to this committee 13/09/22 and 12/12/22.

Standing Items 2022/2023

Item	Details (Background)	Action / Outcome

Briefing Notes / Updates / Visits 2022/2023

Date	Item	Details (Background)	Action / Outcome
19 September - informal teams meeting	Data sharing	Members requested information on the way we share data with partners / good working practices etc. Officers: Natalie Morrissey/Kerry Dove	Workshop- teams. Presentation: <ul style="list-style-type: none"> process examples improvements

Working Groups / Inquiry Days 2022/2023

MTFS Working Group 2022/23	<ul style="list-style-type: none"> Cllr C Greatorex (Chair) Cllr B Peters Cllr C Atkins Cllr J Pert Cllr G Heath Cllr S Thompson Cllr J Oates 	<ul style="list-style-type: none"> Cabinet response attached at Appendix 1 for information – 27 February 2023
Climate Change Working Group	Membership (confirmed June 2022)	<ul style="list-style-type: none"> 17 November 7 January – scoping meeting

Briefing Notes / Updates / Visits 2022/2023

Date	Item	Details (Background)	Action / Outcome
	<ul style="list-style-type: none"> • Cllr S Thompson • Cllr C Wileman • Cllr C Atkins • Cllr T Clements • Cllr J Pert • Cllr B Peters • Cllr D Smith • Cllr N Yates (270223) 	<ul style="list-style-type: none"> • Information gathering – Jan- March (dates tbc) • Update to COSC June • Information gathering – 28 September • Update report – 25 October 2022 • Ongoing 	



Membership – County Councillors 2022-23	Calendar of Committee Meetings - 2022-2023
<p>Colin Greatorex (Chairman) Samantha Thompson (Vice Chairman - Overview) Gill Heath (Vice Chairman - Scrutiny) Tina Clements Mike Davies John Francis Jeremy Oates Jeremy Pert Bernard Peters Kath Perry Bob Spencer Mike Worthington Nigel Yates</p>	6 June 2022 Reserved for Call In
	21 June 2022
	4 July 2022 Reserved for Call In
	2 August 2022
	8 August 2022 Reserved for Call In
	2 September 2022 Reserved for Call In
	13 September 2022
	7 October 2022 Reserved for Call In
	25 October 2022
	7 November 2022 Reserved for Call In
	2 December 2022 Reserved for Call In
	12 December 2022
	10 January 2023 Reserved for Call In
	17 January 2023
	10 February 2023 Reserved for Call In
	27 February 2023
	6 March 2023 Reserved for Call In
3 April 2023 Reserved for Call In	
11 April 2023	
9 May 2023	