

Annual Joint Meeting of the Overview and Scrutiny Committees Agenda

Thursday, 19 June 2014 at 6.00 pm

Town Hall, Queen's Square, Priory Meadow, Hastings TN34 1QR

If you are attending the Town Hall for this meeting, please enter the building via the Community Contact Centre entrance.

For further information, please contact Michael Courts on 01424 451764 or mcourts@hastings.gov.uk

	Page No.
1. Appointment of Chair The Senior Corporate and Democratic Services Officer will invite nominations for the appointment of a Chair for the duration of the meeting.	
2. Apologies for Absence	
3. Declarations of Interest	
4. Update on 2013/14 Work Programme and Overview and Scrutiny Work Programme for 2014/15 Municipal Year (Jane Hartnell, Head of Corporate Services)	1 - 16
5. Invitation to Lead Members for 2014/15 Members will be asked to invite Lead Members to quarterly committee meetings in 2014/15.	

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Agenda Item No: 4

Report to: Annual Overview and Scrutiny Committees

Date of Meeting: 19 June 2014

Report Title: **Update on 2013-14 Work Programme and Overview and Scrutiny Work Programme for 2014-15 Municipal Year**

Report By: **Jane Hartnell**
Head of Corporate Services

Purpose of Report

To update Members on the status of reviews from the 2013/14 Work Programme for Overview and Scrutiny (O & S)

To outline those ideas submitted by Members and Officers for potential O & S Reviews for 2014/15.

To highlight the O & S Chairs and Vice Chairs recommendations for reviews and prospective work programme (2014/15).

Recommendation(s)

- 1. The Annual Meeting consider the recommendations of the Chairs and Vice Chairs of O & S and agree the O & S work programme for the 2014/15 Municipal Year**

Reasons for Recommendations

It is the responsibility of Members serving on the two O & S committees, Resources and Services, to set their own work programme for each Municipal Year at the Annual Meeting of O & S, whilst taking into account the advice of officers present

Introduction

Annual Meeting of Overview and Scrutiny

1. The Chairs and Vice Chairs met on the 10th of June to make recommendations for the 2014/15 Scrutiny work programme.
2. This meeting followed shortly after the appointment of new committees on the fourth of June leaving limited time for the Chairs and Vice Chairs to draft their recommendations.
3. Discussions were informed by previous debate at the Scrutiny Steering Group (SSG) meeting on the 7th of May where part of the agenda for this meeting considered the Scrutiny committee's future work programme.
4. The Chairs and Vice Chairs are recommending that:

The Annual Meeting receive an update of progress against the reviews undertaken in 2013/14 (see appendix A).

The Annual Meeting carefully consider those ideas submitted by both Members and Officers (see appendix B) and flag up any further ideas or omissions.

The Annual Meeting give their views on those ideas prioritised by the Chairs and Vice Chairs for scrutiny reviews and the annual work programme.

The format of the meeting is the same as in previous years, where the joint committee remains together to consider the ideas submitted, then agrees the work programme.

Ideas Submitted

5. The ideas listed in Appendix B have been submitted by Members and Officers. This list of ideas includes the suggestion, the reason for the suggestion, the proposer of the idea, the source and timeframe of the idea and the potential reporting Committee (Resources or Services).
6. The Chairs and Vice Chairs recommend the following three ideas (from Appendix B) for 2014/15 scrutiny reviews:

Organisational Transformation

7. The Chairs and Vice Chairs are keen that their scrutiny colleagues better understand how the Council is managing the process of transition to lower levels of activity and the extent of and opportunities for cultural change during this transition. The review is interested in the look and feel of life at the Council in the near future and how such a vision is informing how change is being managed.

8. Such a review is keen to understand the extent to which the needs and views of residents and staff inform the change journey that is fundamentally driven by the financial challenges the Council continues to face.
9. Chairs and Vice Chairs have also recognised potential in such a review to consider opportunities for cultural change brought about by the pending renovations to Aquila House.
10. They are also suggesting that should this review be chosen, that it will be important to hone the focus of the review to ensure it can be completed within appropriate timescales.

Privatised Contracts

11. This proposed review is interested in understanding the process for out sourcing and associated performance management arrangements.
12. The Chairs and Vice Chairs are mindful that should the review be chosen that it will be necessary to consider appropriate contractual examples and welcomes the views of Directors and senior officers on these.

Access to Hastings

13. This proposed review intends to bring to the attention of Scrutiny the various initiatives currently underway, planned, and possible, to improve access to Hastings.
14. The Chairs and Vice Chairs are recommending this review as they feel it complements recent review work on 'economic partnerships' and 'Hastings as a University Town.' Understanding the various initiatives will help enable Scrutiny to develop a fuller appreciation of those factors that impact on the economic development of the town.

Regular Updates

15. The Chairs and Vice Chairs felt that a number of the ideas listed in appendix B could usefully be developed through an update in the first instance.
16. Such updates would help bring Members up to speed on specific issues and then enable them to take a more informed view on scope for further scrutiny work in a particular area.
17. Chairs and Vice Chairs based on suggestions from the Scrutiny Steering Group are keen to factor in the following updates within their quarterly meetings schedule for 2014/15:
 - (a) A one off meeting with a representative from Kier Environmental Services to explore progress made on the implementation of the joint waste contract in Hastings.
 - (b) A meeting with East Sussex County Council regarding the link road and highways maintenance issues.

(c) A meeting with appropriate health partners to address the idea submitted by Councillors Davies and Turner (see appendix B) rather than undertake a review per se.

(d) A briefing by SeaChange Sussex on work with economic partners in line with the recommendations of the 2012/13 scrutiny review on economic partnerships.

18. The Chairs and Vice Chairs advise that where possible these updates should take place within the existing meetings schedule and allow officers and partners giving the updates ample notice. They also acknowledge that some topics may require a joint meeting of both Scrutiny Committees.
19. The Chairs and Vice Chairs also expressed that the key lines of inquiry for potential updates be worked up outside of the quarterly meetings at the Scrutiny Steering Group with appropriate members and officers, in order to forward plan and ensure tightly focused associated discussions at the quarterly meetings and to minimise additional work demands on Council staff.
20. They also suggested that it is important for members to factor in capacity to review recommendations from previous reviews to help inform and tailor further scrutiny work.

Outstanding Commitments

21. Members have already made the following commitments that need to be factored into the 2014/15 work programme:
 - a) Reconvening the Hastings Castle Review Team to review the summer season in autumn 2014;
 - b) Following the Bathing Water quality scrutiny review, potentially meet late 2014 to review the bathing water samples taken over the summer season, and to monitor efforts to improve bathing water quality.

Resource Implications

22. Members are reminded that they need to consider the number of reviews undertaken in the municipal year, ensuring sufficient capacity to plan and prepare for their quarterly meetings schedule and fulfil any outstanding commitments.
23. In previous years, O & S have been asked to complete reviews and other commitments within the municipal year to ensure recommendations can be progressed and where appropriate included in work plans for the forthcoming year.

Wards Affected

Ashdown, Baird, Braybrooke, Castle, Central St. Leonards, Conquest, Gensing, Hollington, Maze Hill, Old Hastings, Ore, Silverhill, St. Helens, Tressell, West St. Leonards, Wishing Tree

Area(s) Affected

Policy Implications

Please identify if this report contains any implications for the following:

Equalities and Community Cohesiveness	Yes
Crime and Fear of Crime (Section 17)	Yes
Risk Management	Yes
Environmental Issues	Yes
Economic/Financial Implications	Yes
Human Rights Act	Yes
Organisational Consequences	Yes
Local People's Views	Yes

Background Information

Appendix A 2013/14 Work Programme
Appendix B Work Programme Ideas

Officer to Contact

Officer Name Mark Horan
Officer Email Address mhoran@hastings.gov.uk
Officer Telephone Number 01424 451485

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APPENDIX A

Overview & Scrutiny Work Programme 2013-14					
	TOPIC	LEAD OFFICER	TIMESCALE	MEMBERSHIP	REPORTS TO
1.	Overview and Scrutiny Charter	Mark Horan, Policy and Partnerships Officer	Reported to Quarter 3 Overview and Scrutiny Committee for Services and Overview and Scrutiny Committee for Resources	Davies Gurney Poole Rogers Webb	Services and Resources
2.	Review of Changes to the Welfare System	Andrew Palmer, Head of Housing and Planning Services	Reported to Quarter 4 Overview and Scrutiny Committee for Resources	Batsford Corello Davies Howard Sinden Webb	Resources
3.	Bathing Water Quality	Virginia Gilbert, Head of Amenities, Resorts and Leisure	Reported to Quarter 3 Overview and Scrutiny Committee for Services	Cooke Howard Poole Rogers Scott Sinden	Services

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APPENDIX B - OVERVIEW AND SCRUTINY FUTURE WORK PROGRAMME IDEAS

The following ideas/suggestions have come from a variety of areas within the organisation. Members of the Overview and Scrutiny Committees may add to or amend these as they see appropriate throughout the year. However, the final decision on scrutiny reviews rests with the relevant committee.

Suggestion	Reason	Proposer	Source	Reporting Committee
Review of Highway Maintenance Standards	<p>The Highway Maintenance elements of the Highways Agency Agreement between HBC and ESCC transferred back to ESCC in 2010 /11 and the Highway Inspectors and other staff previously employed by HBC transferred to ESCC. ESCC subsequently reorganised their highway maintenance arrangements replacing Highway Inspectors with a significantly reduced number of Highway Stewards and placing greater reliance on the contractor, May Gurney, to inspect and repair potholes and other highway defects. There has been increasing concern expressed by the public, HBC officers and local Members regarding the noticeable increase in numbers of potholes in the town, the delays in repairing these and the poor standard of repair carried out when they are.</p> <p>This is an issue which will become a focus</p>	Richard Homewood	E mail May 2012	Services

	<p>for complaint and whilst we can direct people to ESCC when they complain it inevitably HBC that are blamed for failing to keep the roads and footways maintained. Members may therefore consider this a relevant subject for a scrutiny review. The review could look at the current arrangements and standards compared with those delivered under the previous arrangements and ask ESCC to outline the thinking behind the new arrangements and how effective they have been against the targets.</p>			
Review of the Council's Procurement Process	<p>Councillor Davies submitted that a review could measure "to what extent is HBC procurement a) promoting local enterprise and employment b) guaranteeing apprenticeships c) providing opportunities for economically vulnerable groups d) paying the living wage? Are there examples of good practice from within and outside HBC that can be used to inform future policy?"</p>	Cllr Davies	E mail June 2012	Resources
Review of the Council's Privatised Contracts	<p>Councillor Davies submitted "the review should investigate, where services are currently outsourced by HBC, examples of other councils who have successfully returned these to being in-sourced. Such</p>	Cllr Davies	E mail June 2012	Resources

	a review should extend to consider future practice and the benefits of returning public services in-house with regard to: improved efficiency and reduced costs; the ability to integrate range of services; enhanced flexibility; minimised risk; regaining control; reducing cost and time spent managing contracts; boosting local engagement and accountability; greater staff motivation and improved service quality; maintaining expertise and capacity. Exploring how a rigorous process can be implemented whereby in-house options are fully factored in when recommendations are made to Councillors”			
To Consider the Effectiveness of the Landlord Licensing Scheme	Councillor Poole proposed a review “to evaluate the extent to which it* (*the Landlord Licensing Scheme) has established a Hastings minimum standard for rented private accommodation and has provided protection for responsible landlords within the private rented market for accommodation. Possibly to also cover how the proposed Hastings Borough Council letting agency will be complementary to and support the licensing scheme and responsible landlords who operate within the Borough”.	Councillor Poole, by e-mail	June 2013	Services
Review of Multi-	Councillor Davies submitted a review to	Councillor Davies, by	June 2013	Resources

Agency Tasking Teams and Local Strategic Partnerships	"assess the present impact of Multi-Agency Tasking Teams working in conjunction with Local Strategic Partnerships in ensuring effective join-up between future plans and investment that is community led and the planning and delivery of services and community strategy objectives. Objectives outlined in 2009 by a cross party working group which included supporting the council's priorities for improving conditions for those in the worst 10% of IMD i.e. narrowing the gap. The review should therefore seek to evaluate whether these objectives are being effectively delivered through the evolving structures of MATT working with the existing framework of LSP".	email		
Review of Grounds Maintenance	Councillor Scott expressed some concerns regarding the infrequency of grass cutting in some areas. A review could evaluate the services provided under contract, possibly drawing on the findings of an earlier Scrutiny Review of Grounds Maintenance Specification. The review could also look at the grounds maintenance works carried out by other organisations, including East Sussex County Council.	Councillor Scott	June 2013	Services
Review of the Highways Department	At their meeting in July, Scrutiny Steering Group suggested a review of the Highways	Scrutiny Steering Group	July 2013	Services

at East Sussex County Council	maintenance structure at ESCC, to better understand how Highways maintenance is delivered and to ensure that any Highways enquiries are referred to the most appropriate contact.			
Review of access to Hastings	To review the various initiatives currently underway, planned, and possible, to improve access to Hastings. This will include the A21 and A259 trunk roads, and the three rail routes to Hastings, and will encompass the possibility of electrifying the 'Marshlink' line and the extension of HS1 'Javelin' trains from Ashford to Bexhill via Rye and Hastings	Head of Marketing and Communications, by email	June 2014	Services
Review of the organisational transformation necessary for Hastings Borough Council to be fit for purpose in 2021	<p>Potential areas for exploration through such a review include:</p> <ul style="list-style-type: none"> • To review how the council is managing transition to a lower level of activity while meeting ambitious corporate priorities. • To understand those processes through which the council will arrive at decisions on what to do less of or not do at all as the council contracts. • To consider how these council processes compare with best practice elsewhere. • To review the council's change management approaches in the 	Councillors Davies and Webb	June 2014	Resources

	<p>context of a managed transition to lower level of activity and...</p> <ul style="list-style-type: none"> • To consider how these impact on staff and how far prospective changes can be driven by our residents and staff. • To examine opportunities for cultural change afforded by the pending Aquila House office renovations. • To better understand the destination for organisational transformation – what will the council look and feel like when we get there in 2021? 			
Review of privatised contracts	<p>The purpose of this review is to examine whether Hastings Borough Council is achieving best practice in procurement and optimum results for out sourced services. This should include an investigation of the tendering process and how service level agreements and other terms and conditions are framed, and then monitored, for quality assurance. Consideration should be given to the implementation process and the effective use of target setting by Hastings Borough Council to make contractors properly accountable during the duration of a contract. Finally, the effect of outsourcing services on organisational culture for</p>	Councillors Davies and Scott	June 2014	Resources

	Hastings Borough Council.			
Review of closing the gap in health inequalities	The purpose of the review is to challenge partner organisations and health agencies with a proposition that identification of the health gap does not close it. The review will therefore examine what these organisations have done. It would invite these partners to present to Scrutiny examples of effective and joined up working which have had tangible benefits for the residents of Hastings. The review would then examine plans and projections for the next three years – what are the priorities and success criteria?	Councillors Davies and Turner	June 2014	Services

COMMITMENTS FOR 2014 / 15 WORK PROGRAMME

The following areas of work have been identified over the course of the 2013/14 work programme. Subject to agreement by the Annual Joint Meeting of the Overview and Scrutiny Committees, these items may be brought forward as part of the 2014/15 work programme:

Suggestion	Reason	Proposer	Source	Reporting Committee
Scrutiny Review of Hastings Castle Future Management Options	Members suggested that the review team is reconvened in autumn 2014, to review the summer season.	Members of the Scrutiny Review of Hastings Castle Future Management Options.	Review meeting on 7 November 2013.	Services
Scrutiny Review of Bathing Water Quality	Members of the review team may wish to meet later in 2014, to review the bathing	Members of the Scrutiny Review of Bathing Water	Review meeting on 8 January	Services

	water samples taken over the summer season, and to monitor efforts to improve bathing water quality.	Quality.	2014.	
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