

# Agenda



**AGENDA for a meeting of the OVERVIEW AND SCRUTINY COMMITTEE  
in THE ASHBOURNE ROOM, County Hall, Hertford on WEDNESDAY,  
20 APRIL 2016 AT 10.00AM**

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## **MEMBERS OF THE COMMITTEE (16) - QUORUM (4)**

### **County Councillors (10)**

J Billing, M Cowan (Vice-Chairman), C Clapper, H K Crofton, T W Hone (Chairman),  
T Hutchings, A Joynes (Vice-Chairman), G McAndrew, D E Lloyd, D T F Scudder

### **Parent Governor Representatives (4)**

\*E Mensah, \*R Osterley \*D Wolstenholme-Williams, Vacancy

### **Church Representatives (2)**

\*D Morton \*J Sloan

*\* denotes members appointed for education scrutiny matters only.*

## **AGENDA**

### **AUDIO SYSTEM**

The meeting room has an audio system to assist those with hearing impairment.  
Anyone who wishes to use this should contact Main (front) Reception.

### **PART 1 (PUBLIC) AGENDA**

Meetings of the Committee are open to the public (this includes the press) and attendance is welcomed. However, there may be occasions when the public are excluded from the meeting for particular items of business. Any such items are taken at the end of the public part of the meeting and are listed under "Part II ('closed') agenda".

### **MINUTES [SC.8]**

To confirm the Minutes of the meeting of the Committee held on 27 January and 3 February 2016 (attached).

## Non-Education Matters

None

## Issues Including Education

1. **SCRUTINY OF THE INTEGRATED PLAN PROPOSALS 2016/17 – 2019/20: FEEDBACK**  
*Report of the Head of Scrutiny*
2. **SCRUTINY RECOMMENDATIONS: UPDATE**  
*Report of the Head of Scrutiny*
3. **SCRUTINY WORK PROGRAMME 2016 – 2017**  
*Report of the Head of Scrutiny*
4. **OTHER PART I BUSINESS**  

Such other Part I Business which, if the Chairman agrees, is of sufficient urgency to warrant consideration
5. **ITEMS FOR REPORT TO THE COUNCIL [SC.7 (2)]**  

To agree items for inclusion in the Committee's report to Council (in the absence of a decision, all items will be reported).

## **PART II ('CLOSED') AGENDA**

### **EXCLUSION OF PRESS AND PUBLIC**

There are no items of Part II (Confidential) business on this agenda. If items are notified the Chairman will move:-

*"That under Section 100(A)(4) of the Local Government Act 1972, the public be excluded from the meeting for the following item of business on the grounds that it involves the likely disclosure of exempt information as defined in paragraph(s) .... of Part 1 of Schedule 12A to the said Act and the public interest in maintaining the exemption outweighs the public interest in disclosing the information."*

If you require a copy of any of the reports mentioned above or require further information about this agenda please contact Michelle Diprose, Democratic Services Officer, on telephone no. 01992 555566 or e-mail [michelle.diprose@hertfordshire.gov.uk](mailto:michelle.diprose@hertfordshire.gov.uk). Agenda documents are also available on the internet at <http://www.hertsdirect.org/hccmeetings>. Scrutiny information (including reports on scrutiny investigations) can be found at <http://www.hertsdirect.org/scrutiny>

**DATE OF NEXT COMMITTEE MEETING: Wednesday, 15 June 2016 at 10.00 a.m. in the Ashbourne Room, County Hall, Hertford**

**OVERVIEW AND SCRUTINY COMMITTEE  
WEDNESDAY, 20 APRIL 2016 AT 10.00A.M.**

**SCRUTINY OF THE INTEGRATED PLAN PROPOSALS 2016/17 – 2019/20:  
FEEDBACK**

*Report of the Head of Scrutiny*

Authors: Natalie Rotherham, Scrutiny Officer (Tel: 01992 555300)  
Michelle Diprose, Democratic Services Officer (Tel: 01992 555566)

**1. Purpose of report**

- 1.1 To provide the Committee with feedback on its scrutiny of the Integrated Plan Proposals (IPP) 2016/17 – 2019/20
- 1.2 To enable the Committee to agree improvements to its scrutiny of the IPP 2016/17 – 2019/20.
- 1.3 To provide an update on the Executive Members' response to the Committee's suggestions arising from its scrutiny of the Integrated Plan Proposals 2016/17 – 2019/20.
- 1.4 To enable the Committee to consider how the implementation of its suggestions to Cabinet regarding the IPP should be reviewed.
- 1.5 To provide the Committee with the responses received to its requests for additional information arising from its scrutiny of the IPP 2016/17 – 2019/20.
- 1.6 To enable the Committee to consider whether to include the proposed scrutinies into its future work programme.

**2. Summary**

Feedback Forms

- 2.1 Approximately 17 feedback forms were returned following the Committee's scrutiny of the IPP 2016/17 – 2019/20. Most of those returning forms stated that they wanted the process of scrutinising the Council's IPP to continue in the same format as this year i.e. over 3 days (pre-scrutiny briefing; scrutiny café; and formulation of conclusions and suggestions to Cabinet).

2.2 The feedback, including suggestions for improvement for the scrutiny of the IPP 2017/18, can be summarised as follows:-

- The consideration of one portfolio worked well
- The longer pre-event enabled groups to agree lines of questioning.
- The timetable and timings worked well
- The process was smooth and embedded.
- Room allocation worked well.
- There was a preference for one set of IP papers
- Written guidance for lead members to be provided
- Cross cutting themes were more difficult to identify
- Portfolios with multiple strands e.g. Education, Skills & Enterprise and Public Health, Localism & Libraries merits further consideration

2.3 The Committee is asked to identify which of the points raised in paragraph 2.2 above it wishes officers to take forward for the scrutiny of the IP in 2017/18.

#### Executive Members' Response To Suggestions

2.4 The Executive Members' response to the Committee's suggestions to Cabinet following its scrutiny of the IPP will be provided in full at the next meeting of the Committee on 15 June 2016.

#### Information Requests

2.6 The responses to the requests for information made by the Committee arising from its IP scrutiny received so far have been circulated to Members by email and an update is attached as Appendix 1, 1(a), 1(b) and 1(c) to this report.

#### Proposed Future Scrutinies

2.7 The future scrutinies proposed as a result of the IPP scrutiny are attached as Appendix 2 to this report, for the Committee's consideration.

### **3. Recommendations**

1. That the feedback to the Committee's scrutiny of the IPP 2016/17 – 2019/20 be noted.
2. That the suggestions for improvement to the Committee's scrutiny of the IPP 2017/18, as detailed in 2,2 above, be agreed. (*To be identified by the Committee*)
3. That the responses to the information requests made by the Committee as a result of its scrutiny of the IPP 2016/17 – 2019/20 and circulated by email to Members, attached as Appendix 1, 1(a), 1(b) and 1(c) to the report, be noted.
4. That the scrutinies, proposed as a result of the IPP Scrutiny, attached as Appendix 2, be included in the Committees future work programme (*To be agreed by the Committee.*)

### **4. Financial Implications**

- 4.1 There are no financial implications arising from this report.

#### Background Information

- Reports to and minutes of the Overview & Scrutiny Committee meeting 27 January & 3 February 2016



## **SCRUTINY OF THE INTEGRATED PLAN PROPOSALS 2016/17 - 2018/19**

### **INFORMATION REQUESTS**

#### **Adult Care and Health**

- 1. Please provide an up to date Health & Community Services structure chart to Members when available.**

***H&CS are re-doing their structure charts but won't be ready in time for the OSC Agenda deadline***

**2. The Community Wellbeing Team to outline the support available to stroke patients and their carers. This should include services commissioned or provided by the Clinical Commissioning Groups (CCGs).**

| Provider           | Service  | Location    | Commissioner |
|--------------------|--|-------------|--------------|
| Stroke Association | <p><b><i>Life after Stroke (Info, Advice &amp; Support)</i></b></p> <p><i>Co-ordinating services and providing emotional support as part of early supported discharge package</i></p> <p>Tailored, individualised support provided to everyone affected by stroke, including service users, carers and families and stroke survivors. Work with multi-disciplinary stroke teams (Early Supported Discharge team) to provide support, carry out home visits and provide follow up calls/visits. Service users and carers can be referred on to other services that can provide additional help. Discharge from the service usually after 12 months.</p> | County Wide | CWB          |



|                                     |  |                        |  |
|-------------------------------------|--|------------------------|--|
| <p>Stroke Association &amp; HCT</p> | <p><b>Six month review service</b></p> <p><i>Review service for those with low level need, creating an action plan/ ongoing support package</i></p> <p>Provides reviews for stroke survivors with low levels of need and their carers, six months after hospital admission. Sessions identify a plan for ongoing need, signpost to further information and support and offer emotional support. A copy of the review is sent to the ESD team and GP.</p> <p>Service is delivered in partnership with HCT</p> | <p>County Wide</p>     |  |
| <p>Stroke Association</p>           | <p><b>Communication support service</b></p> <p><i>Group based support to assist in rebuilding confidence and learning communication strategies</i></p> <p>The service offers specialist, personalised Communication Support, which extends the support that speech and language therapists provide. Assists service users to rebuild confidence, practice lost communication skills and learn new strategies. The service is supported by trained volunteers.</p>  | <p>West Herts only</p> |  |

|                                   |   |                             |   |
|-----------------------------------|---|-----------------------------|---|
| <p>Various independent groups</p> | <p><b>Independent speech and language groups</b></p> <p><i>Provide a similar service to the Stroke Association</i></p> <p>In East and North Hertfordshire there are a number of independent groups, supported by the local speech and language therapists, who recruit and train the volunteers and offer a termly visit into the groups.</p> <p>Further detail below</p> | <p>East Herts only</p>      | <p>HCT via East and North Herts CCG</p> |
| <p>Sarah's Stroke Group</p>       | <p><b>Sarah's Stroke and Communication Group</b></p> <p>Affiliated to the stroke association, focused largely on supporting people of working age who have had a stroke or head injury resulting in aphasia and/or communication difficulties</p>   | <p>Welwyn Garden City</p>   | <p>HCT via East and North Herts CCG</p> |
| <p>Speak out Club</p>             | <p><b>Royston and District Speak out Stroke Club</b></p> <p>Referral required by speech therapist or GP. Recuperative, confidence building social club for people whose communication is affected by stroke</p>   | <p>Royston and District</p> | <p>HCT via East and North Herts CCG</p> |

|                     |   |                  |                  |
|---------------------|---|------------------|------------------|
| Phoenix Stroke Club | <p><b>Phoenix Stroke Club</b></p> <p>Support group for stroke survivors, affiliated to the Stroke Association. Programme includes coach outings, speakers etc.</p>              | Bishop Stortford | Self-Funded      |
| HCT                 | <p><b>Early Supported Discharge</b></p> <p>Stroke specialist rehabilitation in the community, offering up to 6 week intensive packages including psychology and social work</p> | County Wide      | ENH CCG & HCC    |
| HCT                 | <p><b>Community Neuro-Rehabilitation</b></p> <p>Bed based stroke rehabilitation, post-acute care. Therapy includes psychology</p>   | County Wide      | CCG              |
| HCT                 | <p><b>Equipment (various)</b></p> <p>Generic items such as communication aids for short or medium term loan, equipment to prevent falls etc.</p>                                | County Wide      | HCC & CCG        |
| Different Strokes   | <p><b>Different Strokes</b></p> <p>Website and phone-line offering rehabilitative services, information and advice</p>  | National         | National funding |

|                             |   |                                |  |
|-----------------------------|---|--------------------------------|--|
| The Stroke Club             | <b>Hertford and Ware Stroke Club</b><br>Voluntary support group for survivors of stroke   | Hertford and Ware              | Self-funded  |
| Howard Garden Social Centre | <b>Stepping Stones Stroke Club</b><br>Social club for stroke survivors and their carer held once a month                                | Letchworth                     | Organisation commissioned by CWB. Service independently funded |
| DRUM                        | <b>DRUM Stroke Support Group</b><br>Support group for survivors of stroke and their carers  | Watford                        |  |
| Northchurch Social Centre   | <b>Berkhamstead/ Tring Stroke Support Group</b><br>Fortnightly support groups, with transport provided. Programme includes outings etc. | Berkhampstead/ Tring           | Self-funded  |
| Bushey Link Stroke club     | <b>Bushey Link Stroke club</b><br>Weekly social group, including speech therapy and activities  | Bushey and Hertsmere           | Self-funded  |
| YMCA                        | <b>Stroke and Neurological Rehabilitation (GRASP)</b>   | West Herts, but open to county | Unknown  |

|                                     |   |                         |  |
|-------------------------------------|---|-------------------------|--|
|                                     | Helps stroke survivors be more active, mobile and independent   |                         |  |
| St Albans and Harpenden Stroke Club | <b>St Albans and Harpenden Stroke Club</b><br>Peer and communication support, recreational activities and presentations by speakers   | St Albans and Harpenden | Unknown  |
| Stroke Association                  | <b>Target</b><br>Support group for people of working age which offers stroke specific information and local services  | Stevenage               | Organisation commissioned by CWB. Service independently funded |
| Douglas Drive                       | <b>Douglas Drive Speech Therapy Group</b><br>Peer and communication support, recreational activities and presentations by speakers  | Stevenage               |  |
| Speakability                        | <b>Speakability self-help group</b><br>Run by and for people with Aphasia following stroke, head injury or other neuro conditions. Does not provide therapy. Social support group | Hertford                | Unknown  |

|   |  |                  |         |
|---|--|------------------|---------|
| Independent   | <p><b>Be yourself group</b></p> <p>Informal support for young stroke survivors and carers, offering support, information and guidance</p>  | Bishop Stortford | Unknown |
| <p><b>Other services stroke survivors and their family can access - not stroke specific</b></p> |  |                  |         |
| Headway   | <p><b>Headway Hertfordshire (various)</b></p> <p>Services for people with brain injury. Includes information and advice, signposting to services, home visits, counselling, group rehabilitation, vocational rehabilitation sessions and carer support</p> | County Wide      | CWB     |
| Carers in Herts   | <p><b>Carers in Herts (Various)</b></p> <p>Carer support services including training programmes, peer support and counselling</p>  | County Wide      | CWB     |
| Age UK  | <p><b>Age UK (Various)</b></p> <p>Various activities including day activities, lunch clubs, support groups etc. for older people, carers and their family</p>  | County Wide      | CWB     |

## Children's Services

### 3. What financial and service benefits does the department see resulting from the Regional Adoption Service?

*In June 2015, all Local Authorities received an invitation from the Department for Education (DfE) to consider making a bid for financial support to develop a Regional Adoption Agency (RAA). After considering a range of options, in terms of partnership, Hertfordshire submitted a bid with the following councils: Essex, Southend, Luton, Suffolk and a voluntary adoption agency Adoptionplus. This expression of interest was accepted and the proposed partnership (Adopt East) was invited to undertake a 'scope and define' project to consider in more depth the opportunities and challenges that regionalisation might present. This activity is being supported by a coach appointed by DfE and further grant funding (100K), the options appraisal will be completed by 31<sup>st</sup> March 2016.*

*The main aim of Adopt East is to provide access to a wider cohort of local families and a more timely and streamlined journey for both children and adopters. As such the following aspects of the adopter journey are being explored within the context of delivery through a regional model: recruitment & marketing; assessment and training of prospective adopters; matching of children to adopters; panel activity and adoption support. The partnership is also exploring the delivery model and associated legal implications since the functions of an adoption agency are defined in law.*

*In the short term, it is unlikely that regionalisation will deliver financial benefits to any of the parties involved in Adopt East. The main costs of service delivery are associated with staffing, the purchase of adopters (inter-agency) when HCC is unable to identify a match within the county and the purchase of specialised therapeutic support services. During 2015, the DfE established a process of direct central funding of the latter two areas of expenditure (The Interagency Fees and The Adoption Support Fund). This means that any savings from a regional model, for example an inter-agency match or better commissioning of therapeutic provision, would be accrued by central government rather than the local authority. Additionally, each adoption service would need to maintain a localised profile and therefore any significant reductions in staffing numbers are unlikely to be achieved.*

*One of the main benefits identified in the initial expression of interest was the opportunity to develop an 'academy of excellent practice', taking forward the best practice in adoption from all the partners involved and improving services in all aspects of the adopter and child journey. This will involve strengthening training and development for both children's social workers and adoption social workers across the partnership. The RAA development also offers opportunities to improve the accessibility and quality of adoption support provision working with resources now made available through the Adoption Support Fund. A further benefit identified has been the increased opportunity to link children waiting with prospective adopters much earlier in the process by joining together some key processes in matching across the*

*partnership. Early matching and placement for child with a plan for adoption would contribute to achieving the savings already identified through reduction in the numbers of children looked after.*

*The partnership Adopt East is considering a range of delivery models which includes: Delivery through a single local authority provider, a local authority trading company, the development of a shared service, or a social or mutual enterprise. In considering the various options, the partnership will pay particular attention to best value, opportunities for generating new business and savings going forward. It is anticipated that the DfE will make further direction regarding the development of RAA as a model for the delivery of adoption services. It is also anticipated that funding will continue to be available to support this process.*

**4. Please outline how the department is adopting SMART working techniques and the benefits for social workers workload management.**

*Children's Services is currently focusing on providing staff with technology that enables more mobile working and increases the ability for information to be inputted onto key systems when away from the office.*

*A roll-out programme of iPads to all front line operational staff is being drawn up with a view to implementing from the beginning of April 2016. All of these staff currently use laptops, and the allocation of iPads will result in these laptops being returned to the Corporate Centre.*

*The allocation of iPads will enable staff to operate more freely away from the office, reducing the need to return to the office after visits which in turn releases the pressure on desks and parking on our main sites. Staff will also be encouraged to utilise the touchdown facilities available across the County.*

*Social workers will have access to the relevant case management systems either through the usual desktop arrangement, or via a mobile application which is currently being developed. This will enable staff to access case information off site, complete forms whilst with clients, record case notes whilst mobile etc. For those workers who spend a lot of time at Court, they will be able to continue to work whilst waiting, but will also be able to use their iPad to access key information that is required whilst discussing the case at Court.*

*More mobile access to case management systems will aid more timely recording of case related information, and enable workers to see relevant and up to date records whilst they are with families.*

*It is to be noted that a full roll out of iPads and the adoption of more SMART working techniques will take place over a number of months. Support is being planned to ensure that the benefits that can be realised by more mobile technology can be achieved on a long term basis.*



**5. Please provide information on the performance of Children’s Centres.**

*The performance of the children’s centre programme since April 2015*

*Hertfordshire County Council has retained its 82 children’s centres which since April 2015 have been grouped into 29 groups. The children’s centre programme is a fully commissioned service. There are currently 17 organisations (lead agencies) with contracts to run the 29 groups.*

*The performance of children’s centres since April 2015 has been good. Whilst restructuring staff teams to fit with the new groups, children’s centres have maintained both the quality of services offered to parents and children and the level of user satisfaction with the services.*

- *The numbers of children registered with a children’s centre have increased since April 2015 and the number of children reached has been maintained.*

|                     | <b>March 2015</b> | <b>December 2015</b> |
|---------------------|-------------------|----------------------|
| <i>Registration</i> | 89%               | 92%                  |
| <i>Reach</i>        | 75%               | 75%                  |

*(Registration measures the number of children registered on the children’s centre information management system. Reach is a measure of the number of children and families who have used services at least once in the past twelve months.)*

- *A user satisfaction survey carried out in autumn 2015 attracted 5200 responses. The overwhelming majority (98%) said they were either very satisfied (61%) or satisfied (37%) with the services that the children’s centre offer them. 98% of people would recommend their children’s centre to other parents/carers.*

*The annual census conducted in November 2015 showed that the total number of staff employed by children’s centres decreased by 56 but the reduction in full-time equivalent staff numbers is only 13. The number of higher qualified staff (managers) has decreased significantly. This decrease is likely to be a combination of reduced management roles and some changes to the profile of the staff teams.*

Children's Centre census results Nov 2015

|   | 2014 | 2015 |
|---|------|------|
| Staff numbers(headcount)                      | 473  | 417  |
| Staff numbers (full time equivalent)          | 309  | 296  |
| Staff with high qualification level (Level +) | 30%  | 22%  |

- 74% of children's centres in Hertfordshire that have been inspected have a grading of Good or Outstanding. This compares to a national average of 66%. N.B. There have been no Ofsted inspections of children's centres in Hertfordshire since March 2015. The current national Ofsted inspection programme for children's centres is paused and the Department for Education has announced that it will consult on the future of children's centres in 2016.

Ofsted Inspection of Children's Centres - National / Hertfordshire Comparison for the period 1 April 2010 - 31 March 2015

|               | Outstanding | Good  |
|---------------|-------------|-------|
| National      | 10.2%       | 55.8% |
| Hertfordshire | 14.3%       | 60.3% |

**6. Please provide a breakdown of the services provided to asylum seeking children already in the County. What plans are in place to manage the needs of further asylum seeking children?**

*Unaccompanied asylum seeking children (UASC) often first present to a police station. Where a UASC has advised police they are under the age of 18, this is taken at face value and a referral is sent to notify Children's Services. From point of entry, the UASC is placed in care under 1989 Children Act, Section 20, as there is no one with Parental Responsibility for the UASC. Following this, if there is no documentary evidence of the UASC's age, a Merton Compliant Age Assessment is undertaken. This is a holistic assessment undertaken by two suitably trained social workers in order to determine the age of the UASC.*

*As Children Looked After UASC are treated exactly the same as any other child or young person in our care. They are provided with a social worker, a placement and ongoing support in order to ensure that they are healthy and receive an education. Identifying an appropriate placement can be challenging for a number of reasons, most particularly risk assessment and risk management (since we do not know these young people, their*

*behaviours or their past experiences). It is also challenging to ensure there is a cultural match for the UASC's placement.*

*Whilst we would normally seek to place a newly accommodated child in foster care this is not always the case with UASC. Often, UASC are age assessed as being aged 16 or over. Also, they often wish to live with or near others from their country of origin. Due to the risks highlighted above, we are unable to place them alongside younger children. Therefore, many UASC are placed in semi-independent accommodation or with Independent Fostering Agencies in or on the outskirts of London.*

*One particular challenge for UASC is the uncertainty of their future due to their immigration status. We support UASC with exceptional costs relating specifically to their asylum application and immigration status including support with legal costs and identifying documentation as well as interpreting/translation costs.*

*Once a young person reaches 18 years they become a care leaver. UAS Care Leavers are supported within a specialist leaving care team. Each UAS Care Leaver (including those who are Appeal Rights Exhausted) has a personal adviser, pathway plan and visits in line with our statutory duty and the service given to all care leavers.*

*If the young person has received indefinite leave to remain in the country they are entitled to work, study, and accommodation and, if necessary, benefits. A significant number of our young people do not have indefinite leave to remain. Instead, they were given leave to remain until they reached 17.5 years. In such cases we support young people (as children in our care) to appeal the decision or make a fresh claim. During the period that their claim is open to the Home Office they have a right to be in the country and are therefore able to live a 'normal' life. If this appeal/new claim is lost and there are no further grounds to appeal, the young person becomes Appeal Rights Exhausted (ARE). This means that the young person has no right to be in this country and is effectively waiting to be deported. They have 'no recourse to public funds' and can no longer work, study or claim benefits. That said, the Children Leaving Care Act supersedes this decision and, under the Act, the Local Authority is required to support the young person with accommodation and subsistence payments until they leave the country. Despite our best efforts, young people do not wish to leave the country and return to their country of origin and so our support continues until the young person reaches 21 years. We are currently supporting approximately 37 young people in this position.*

*The Local Authority is able to claim a grant from central government for caring for UASC and an annual claim is made to the Home Office. The grant is paid at a fixed rate for under 16s, over 16s and care leavers. The rate does not cover the full costs of providing a placement other than with an 'in house' foster carer, and neither does it cover the costs of social work or any other support. Consequently, there is a deficit in the amount the Council can claim and the cost of care.*

*There are currently no plans for HCC to accommodate further UASC. Recent national data indicates that Hertfordshire already has significantly higher numbers of UASC than many other Authorities and therefore any 'national dispersal scheme may well take this into consideration.*

*If the UK were to offer homes to significant numbers of UASC from Syria it is our belief that individuals would come forward to offer them a home however such individuals may not be those who would come forward to foster. We are therefore not running a recruitment campaign for such placements and will do so when the position is confirmed. All recruitment and assessment capacity must continue to be directed towards finding homes for the children we already look after or who come into our care due to safeguarding issues.*

**7. What is the strategic plan to address the maintenance and quality of school buildings across the County?**

*The Government has made it clear in statements since the election that it intends all schools to become academies within 5 years. A consultation on removal of Local Authority powers and duties is due to be published shortly and we expect this will include reference to that programme.*

*Responsibility for the maintenance and quality of Academy buildings is held by the Department for Education (DfE), and exercised via its agency, the Education Funding Agency (EFA).*

*Since HCC will lose its responsibilities in a relatively short period of time, there is no benefit in seeking to develop a strategic plan which we will not be able to or responsible for implementing.*

*Rather, over the remaining period for which we have responsibility for schools we are seeking to deliver the most worthwhile projects, to the value of the capital grant money allocated by the DfE to us for that purpose.*

*Once the DfE publishes its consultation material, and depending on what it says, officers will be considering with schools how best to manage our exit from our current responsibilities, and how best to support and equip schools for the different future.*

*For a very considerable period of time we have been working with schools on enhancing schools' own capacity to plan and manage their own buildings and to submit funding bids as they will no doubt have to do in future to EFA or DfE.*

**8. Please outline opportunities for members and school governors to get involved with Children's Services to reflect the interaction with children in care.**

*Children in care have a large number of professionals in their lives including an allocated social worker, a foster carer or team of residential workers, a supervising social worker (for the foster carer), an independent reviewing officer, a designated teacher, a virtual school adviser, and a designated health professional. They may also have a contact supervisor, a CAMHS, substance misuse or youth justice intervention, an advocate or an independent visitor. They have told us, through consultation, that they have enough (sometimes too many) adults involved in their lives. For this reason, as well as the need to protect their confidentiality, we do not generally provide opportunities for Members and school governors to meet with children in our care.*

*Although we do not promote direct contact, members and governors have an important role as corporate parents. Corporate parenting responsibilities include championing children in care and driving improved outcomes through an understanding of the needs of our Children Looked After (CLA), the profile of CLA and the outcomes they are achieving compared with other local children. It is also important that Corporate Parents receive regular reports on what children and young people are telling us and what is important to them.*

*It is a recommendation that all schools identify a governor with lead responsibility for children in care and most schools in Hertfordshire have implemented this recommendation. The Governing Body of a school is required to appoint a designated teacher to promote the educational achievement of children in care who are on the school roll. The designated teacher will complete an annual report on children in care who attend the school in line with statutory guidance [https://www.gov.uk/government/uploads/system/uploads/attachment\\_data/file/269764/role\\_and\\_responsibilities\\_of\\_the\\_designated\\_teacher\\_for\\_looked\\_after\\_children.pdf](https://www.gov.uk/government/uploads/system/uploads/attachment_data/file/269764/role_and_responsibilities_of_the_designated_teacher_for_looked_after_children.pdf) however they will not share the names or details of the individual children concerned.*

*In their role as Corporate Parents it is expected that all elected Members have an understanding of the population of children in the care of their local authority. In line with the explanation above, they are not given the details of individual children. Members of the Children's Services Panel may have some contact with Children Looked After. This will primarily be through visits to Hertfordshire's children's homes or through contact with the Children in Care Council (CHICC). CHICC have attended Panel and have also taken part in a number of events which have included elected members.*

*As mentioned above, some children in our care have an Independent Visitor. The local authority has a duty to offer children an independent visitor if they have little or no contact with their family or if the contact is not giving the child a positive experience. The Independent Visitor scheme in Hertfordshire is delivered by NYAS (National Youth Advocacy Service). Independent Visitors are volunteers who are recruited and trained to be a concerned and interested, independent adult in the child's life. They are given limited information about a child's history and their role is to 'have fun' with the child/young person and give them opportunities they might not otherwise have. Individuals who have connections with the children in a formal or professional capacity cannot be independent visitors for those children. Later this year the Children's Service will be running a recruitment campaign for Independent Visitors.*

## Community Safety and Waste Management

### 9. Waste

- (a) **What action is being taken by officers to ensure that there is agreement between the 11 Hertfordshire local authorities on a definition of fly-tipping; and to ensure that there is consistent response from the appropriate body/ies and enforcement against offences?**

*The issue of definition was recently discussed at the Hertfordshire Fly Tipping Forum and in response it has been agreed that Hertfordshire Authorities will work to the guidance provided by DEFRA in the Code of Practice on Litter and Refuse (2006). In summary the guidance says that a single plastic sack of rubbish should be considered a fly-tip and not litter. However, one likely consequence of agreeing a common definition is that the number of fly tips reported each month could escalate.*

*Enforcement is more complex with results usually reflective of resource levels. Moving forward it is hoped that the forum will look at identifying good practice with a view to achieving a consistent approach. It has also recently been clarified that Duty of Care offences under section 34 Environmental Protection Act 1990 are both notifiable and recordable which should assist in prosecutions and recording intelligence.*

- (b) **What information is available to the public that makes clear their responsibilities for commercial waste disposal to minimise the risk to members of the public of being liable for unauthorised disposal by traders without official waste carrier licences?**

*The need to hire registered private waste disposal companies is included on the County Council's current Construction, Demolition and Excavation policy information leaflet. Similar information can be found on [directgov.uk](http://directgov.uk) as well as the Environment Agency website. A recent County Council press release has also reinforced this message. However, in addition to the above the Hertfordshire Waste Partnership and HCC will be looking to develop a dedicated web page putting all of the information and relevant links into a single location. This will provide the relevant background information as well as links to external websites such as the Environment Agency that will allow residents to check whether or not their intended waste carrier is registered.*

- (c) **What lessons have been learned and used from the 6 month pilot at the St Albans Depot to accept commercial waste from paying traders?**

*The trial for the Commercial Waste scheme at the St Albans Depot has been operation for nearly six months, but up until the end of January, Amey have only received a total of 28 visits. The customers are generally smaller traders like landscape gardeners and builders, who bring green garden waste and construction and demolition wastes.*

*The scheme has already been publicised in the Autumn Horizons magazine and on the Wasteaware website, but the low usage currently means that the service is not cost effective, so Amey are giving out leaflets to any traders that they refuse at the Household Waste Recycling Centres and their communications team are currently looking at further ways to improve take up.*



## Enterprise, Education and Skills

10. What is being done to raise awareness of the LEP with the general public to outline its role and successes?

*Please see Appendices 1(a) and 1(b)*

11. What are the potential financial implications of increasing numbers of schools converting to academies? This should include responsibility for any deficits the school holds prior to conversion.

*A range of HCC's education-related services are funded through the provision by DfE of Education Services Grant. Part of this is for services which will continue after schools become Academies (the retained duties element) and part for services not provided to Academies (non-retained duties component). The element for non-retained duties is paid to LAs at a rate of £77 per pupil at maintained schools. Academies also receive £77 per pupil to allow them to provide for themselves those services/functions that LAs provide for Maintained schools. ESG covers a range of activity, not just central services. It is not ring-fenced.*

*The table below sets out the rate of grant in recent years, to Local Authorities and to Academies, in £ per pupil for pupils in maintained schools and Academies respectively.*

| <b>£ per pupil</b> | <b>Local Authority</b> | <b>Academy</b> |
|--------------------|------------------------|----------------|
| 2013/14            | 116                    | 150            |
| 2014/15            | 113                    | 140            |
| 2015/16            | 87                     | 87             |
| 2016/17            | 77                     | 77             |

*As part of the coming planned reductions in public expenditure, DfE proposes to reduce ESG by an aggregate of 60% between now – 2015/16-- and the end of the Parliament. So far as funding flowing into HCC is concerned, our existing level of grant will fall substantially as the grant rate per pupil falls, and will fall further as the number of relevant pupils decline with continuing Academisation.*

*For 2016/17 HCC will receive £12.0m of ESG in total, £2.8m for retained duties and £9.2m for non-retained duties. HCC currently spends just under £10m on services for which ESG is provided.*

*It follows that once all schools become Academies, we will lose £9.2m of grant currently provided for duties supposedly undertaken in respect of those schools when they were maintained.*

*Deficits held by schools prior to conversion:*

*Currently, this depends on the way in which schools become Academies – either as convertor academies or as sponsored academies. Converter academies are those that convert (whether as a*

*standalone Academy or as part of a Multi Academy Trust) by means of an Academy Order (AO) made after an application by the governing body of the school. Schools which are eligible for intervention, within the meaning of Part 4 of the Education and Inspections Act 2006, and underperforming schools which the Secretary of State judges are not strong enough to become an Academy without a strong sponsor are treated as sponsored Academies, even where their route to becoming an Academy is through an application for an AO by the governing body.*

*For convertor Academies, the Department for Education’s policy is to reimburse LAs and recover the money back from the Academy through abatement of General Annual Grant (GAG). To date no schools have converted in Hertfordshire with deficits.*

*For sponsored Academies – i.e. where a school with a deficit is to join the Academy Trust of an external sponsor and open as a sponsored Academy - DfE guidance is that the deficit remains with the LA. School deficits are not an allowable charge on the LA’s schools budget (funded by its allocation of Dedicated Schools Grant); however, if the schools forum has agreed to de-delegate a contingency provision, then the deficit may be funded from that contingency, depending on the criteria agreed for its use.*

*It is possible this existing guidance will change.*

**12. Please provide Members with updates on changes to the Authority’s policy and the implications for county council budgets.**

*Where policy changes are made that are significant and have financial implications the consequences are incorporated within the Integrated Plan.*

**13. Please provide Members with an update of the number of academies, free schools and maintained schools.**

*The numbers of schools are as follows. Free Schools are formally Academies. There are 6 primary and 1 secondary schools of this type:*

|                                     | <i>Academy</i> | <i>Maintained</i> |
|-------------------------------------|----------------|-------------------|
| <i>Primary (incl First)</i>         | 32             | 370               |
| <i>Middle</i>                       | 3              | 1                 |
| <i>Secondary 11-18 (incl upper)</i> | 54             | 20                |
| <i>Studio/UTC</i>                   | 4              | 0                 |
| <i>All through</i>                  | 2              | 0                 |

|                    |            |            |
|--------------------|------------|------------|
| <i>Special</i>     | <i>4</i>   | <i>21</i>  |
| <i>ESC inc PRU</i> | <i>1</i>   | <i>7</i>   |
| <i>Total</i>       | <i>100</i> | <i>419</i> |

## Environment, Planning and Transport

### 14. Please provide a breakdown of the budget assigned to Passenger Transport and Safety.

| <b>Description</b>                                 | <b>£</b>          | <b>Notes</b>              |
|--|-------------------|---------------------------|
| Passenger transport services support costs         | 139,904           |                           |
| Passenger transport – operations                   | 455,251           |                           |
| Passenger transport Hub                            | 114,747           |                           |
| TAS ticketing team                                 | 80,898            |                           |
| HCC bus contracts                                  | 1,714,272         |                           |
| Other local authority bus contracts                | 172,495           |                           |
| Transport for London bus contracts                 | 390,000           |                           |
| SaverCard concessionary fares                      | 1,685,652         |                           |
| Elderly & disabled concessionary fares             | 12,747,724        |                           |
| Community transport partnership                    | 147,436           | Moving to HCS from 1/4/16 |
| Dial-a-Ride  | 339,120           | Moving to HCS from 1/4/16 |
| HAPS development                                   | 77,226            |                           |
| Intalink partnership                               | 428,075           |                           |
| <b>Integrated Transport (sub-total)</b>            | <b>18,492,800</b> |                           |
|  |                   |                           |
| TMS  | 495,524           |                           |
| Traffic management & safety                        | 2,132,210         |                           |
| Hertfordshire Safety Camera Partnership            | 268,501           |                           |
| Safe & Sustainable Journeys                        | 140,340           |                           |
| Education  | 26,520            |                           |
| Training – other driving courses                   | 14,465            |                           |
| Cycle training                                     | -29,712           |                           |
| Education publicity                                | 30,600            |                           |
| Sustainable transport promotion – schools          | 55,575            |                           |
| Sustainable transport promotion – general          | 29,616            |                           |
| Speed awareness training courses                   | -627,790          |                           |
| SMS driver training                                | 57,787            |                           |
| School crossing patrols                            | 609,939           |                           |
| <b>Traffic management &amp; safety (sub-total)</b> | <b>3,203,575</b>  |                           |

- 15. How is the importance of CIL to local authorities being made clear to central government?**

## Highways

### 16. How are the expectations of residents and partners reporting highways issues managed?

*Residents and partners can either report highway defects/issues online or over the phone to the customer service centre (CSC). Where a customer calls the CSC, the CSC use the online system to record the defect. Provide the resident/partner leaves an email address, the online system will send an automatic acknowledgement. When the defect is dealt with the system will send an update on the action taken.*

*We try to make it clear to those reporting defects on line that not every defect will be repaired. The note that appears on the fault reporting web page says:*

*“We can't carry out repairs on all reports we receive. Where we consider a report a hazard we will either repair or make the problem safe. All reports will be noted in our system. We monitor reported issues 24/7. The response you will receive is likely to be standard and generated by the system. To receive an update, please leave your email address.”*

*Where a defect is unlikely to be repaired, because it is considered of low risk, the online system is being revised to ensure an appropriate note is fed back to the reporting customer making it clear that a repair won't be carried out and explaining how their defect is being treated.*

### 17. What is the exact cost “silent tarmac” relative to using “noisier” tarmac?

*There are a number of different road surfacing's used in the county including surface dressing, micro surfacing and Hot Rolled Asphalt inlays/overlays.*

*Each of these has different characteristics in terms of tyre noise because of their different surface textures and makeup (density). In general roads resurfaced with noise reducing asphalts tend to be more expensive because of the materials used and also the relative durability and maintenance costs. However, this can change where thinner surfacing materials are used.*

*Unfortunately we do not have comparable rates for 'silent tarmac' because it's not a product that we have used recently.*

18. What is the budget breakdown for the Highways categories 1 and 2 for the forthcoming year in comparison with 2015/16?

| Work Area                           | 2015/16 Budget | 16/17 Budget  |
|-------------------------------------|----------------|---------------|
| Triage Inspectors                   |                | 417           |
| Cat 1 Reactive Service              | 6,510          | 5,500         |
| Street Lighting Cat 1               | 850            | 800           |
| Cat 2 Planned Minor Repairs Service | 4,725          | 5,626         |
| Cat 2 Service High Impact Teams     |                | 418           |
| Cat 5 Routine & Cyclic Service      | 4,441          | 6,023         |
| Contingency                         |                | 500           |
| <b>Total</b>                        | <b>16,526</b>  | <b>19,284</b> |

## Public Health

### 19. How do Public Health, Localism and Libraries engage and communicate with excluded and hard to reach groups?

*We consider engagement and outreach to communities and populations service by service. All commissioned public health services have user engagement plans which have priorities to reach excluded and hard to reach groups. These vary by service but three examples are:*

- *Drug and alcohol services – an audience profile is created which identifies populations we are reaching and not reaching, and identifies priorities. For drugs and alcohol services this is about engaging more alcohol users with problems arising from their alcohol use and moving away from a focus on opiate users. For user and carer engagement this is done by agencies independent to the main provider and they are prioritised to reach populations under-represented in user fora. Service user councils are established for key services. In addition, outreach campaigns using targeted approaches most likely to reach specific populations are used to engage them with treatment services. A recent example is a steroid safety campaign aimed at gym users. We work in partnership with community safety and police on campaigns.*
- *HIV Testing – priority for HIV testing uptake continues to be a) men who have sex with men, b) some black and minority ethnic communities, c) drug users who inject intravenously and d) women with a range of risk histories. To address these we have adopted a number of strategies including increasing testing sites and making available free test kits by post as part of the national system. Intravenous drug users are offered regular testing through services they already attend and point of care testing in target GP practices, midwifery and maternity is made available to identify women at high risk easily.*
- *Stop Smoking Services – we have employed service providers who speak key community languages (Polish, Czech in some parts of Hertfordshire, Pashtu in others) and conduct advertising in those languages and through outlets used by those populations.*

*We also commission agencies to engage populations on our behalf. So drug and alcohol service user engagement is done independently of the commissioned provider service.*

*Ongoing measures on engaging communities include working closely with Healthwatch and having them on our board, social marketing (e.g. dedicated websites and text messages for young people) etc.*



## **Localism**

*From a localism perspective, the primary focus is ensuring local elected members in their role as community activists are supported to engage with all sections of the areas they represent. As part of this, specific information on the composition of each member's individual electoral division is available on the Member Information System.*

*In her role as lead for relations with the voluntary and community sector, the Executive Member for Public Health, Localism and Libraries engages with a wide range of organisations responsible for representing the interests of hard to reach groups. The interests of armed forces veterans are represented on the Hertfordshire Community Covenant Board by organisations such as SSAFA and the royal British Legion.*

## **Libraries**

*Community engagement is an integral part of the development and delivery of Libraries and Heritage Services in Hertfordshire. This is embedded in the job descriptions of our service teams and local Library Managers, who have as one of their specific roles ensuring that we achieve successful outcomes for excluded and hard to reach groups. Some of the many examples include:*

- *Social Care – In November 2015 we created a new specialist role of Social Care Information Librarian. The primary role of this service provider is to develop the provision of information, advice and guidance about adult social care and support services as required by the Care Act, working with partners and service colleagues to deliver a range of projects. Library staff work closely with partners such as Carers in Herts in order to get their advice, support in developing library services that are shaped with the needs of carers in mind. For example, Carers in Herts have facilitated focus group sessions with carers in which library staff have been able to talk with carers about how library service planning can take account of their particular needs.*
- *Dementia and mental health –Libraries and Heritage Services have a Health and Wellbeing Offer, the purpose of which is to pull together a programme of health and wellbeing activities and information available in libraries, and promoted to library users and relevant partners. For example, Hertfordshire Libraries deliver the national “Reading Well: Books on Prescription” scheme, providing a curated collection of books, information and reminiscence resources to help people with general mental health conditions, such as anxiety, depression and eating disorders, and to help people with dementia and their families and carers. Library staff promote these services actively at countywide and local community events in order to engage directly with service users and with other service providers. Outreach includes engagement directly with GP surgeries and with partners such as*

*Hertfordshire Partnership Foundation Trust. Engagement activity also includes examples such as Dementia Friends events in libraries and library talks in Dementia Cafes.*

- *Learning disabilities – Hertfordshire Libraries works closely with specialist HCC colleagues and external partners to develop targeted library services for adults with learning disabilities. An example of this is a partnership between the Library Service and colleagues from the Community Learning Disability Team to develop and implement reading groups for adults with learning disabilities in libraries, the first of which is being piloted in Watford Central Library. This was set up following specially arranged training and advice from publishers Beyond Words, a company that specialises in producing books and publications aimed at and produced in partnership with adults with learning disabilities.*
- *Homeless people – For a number of years Hertfordshire Libraries has worked with homeless charities to develop library services for people who are homeless. Services and activities developed have included reading groups for homeless people; book collections for homeless shelters, exhibitions of artwork produced by homeless people and community archive memories events, in which homeless people have been able to record their experiences onto the Herts Memories website. The Library Service reaches homeless people by working with charities such as Open Door in St Albans; Dacorum Emergency Night Shelter; and Watford New Hope Trust.*

## Resources and Performance

### 20. Please conduct a survey of the usage of the Member Information System (MIS) and report the result to Members.

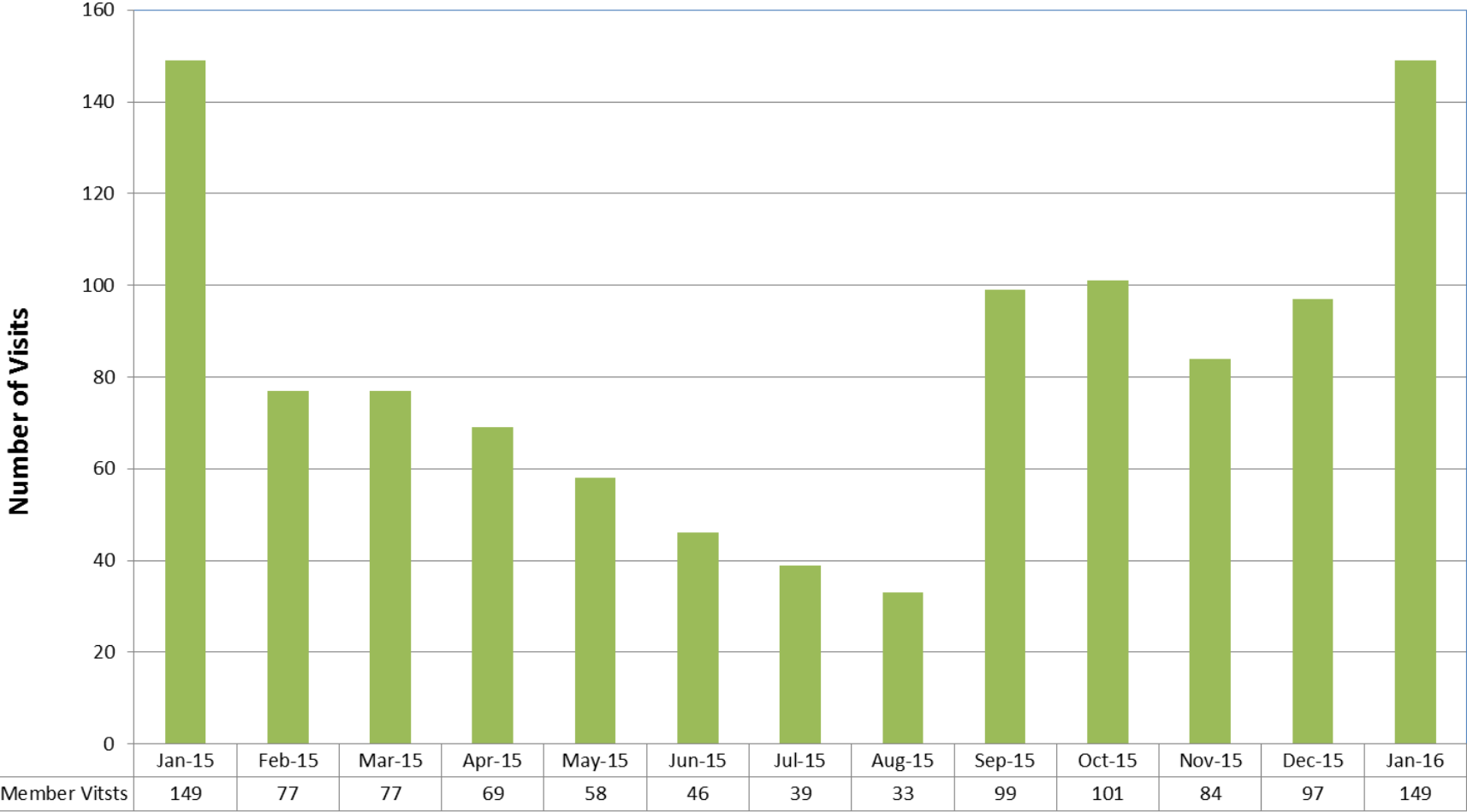
*The Members' Information System (MiS) was launched following the 2013 county council elections as an online one stop-shop designed to help Members get quick, self-service access to information and data about council services and the local community.*

*Officers continue to regularly look to improve the system's content and functionality. Most recently new Locality Budget and Highways Fault Reporting dashboards have been established. However, following its set up in 2013, no additional costs have been incurred by the ongoing running of the system.*

*Officers already collect usage figures for the system. Information for the last year is outlined below and a survey would duplicate these figures. Whilst these show modest usage over this period, it is clear that some members use the system quite a lot whilst others do not use it at all. Therefore, it has been agreed that a member seminar will be arranged. The seminar will provide members with an opportunity to hear about MiS and provide feedback.*

*One of the key challenges has been the fact that Members have not been able to access the system by tablet or mobile device. However, a solution for this is currently being tested for corporate devices and is due to be rolled out shortly.*

### The number of visits to the Members Information System January 2015 to January 2016



■ Total Member Vitsts

**21. Please provide clarification of the key and performance indicators used by the department and Hertfordshire's statistical neighbours and why these have chosen.**

*What is a comparable authority:-*

*To provide a means of benchmarking progress other local authorities (LAs) are identified where they are deemed to have similar characteristics. These designated LAs are known as statistical neighbours (stat neighbours) or comparable authorities.*

*Any LA may compare its performance (as measured by various indicators) against its statistical neighbours to provide an initial guide as to whether their performance is above or below the level that might be expected.*

*The term 'comparable neighbour average' (or stat neighbour average) is used when, for that indicator, the individual totals from LAs in the group are combined and divided by the number of LAs in the group.*

*The sections below list the comparable authorities used by the various HCC Services/departments. We continue to review the appropriateness of these comparators*

**Health & Community Services**

|                         |
|-------------------------|
| <i>Oxfordshire</i>      |
| <i>Essex</i>            |
| <i>Buckinghamshire</i>  |
| <i>Hampshire</i>        |
| <i>Kent</i>             |
| <i>Cambridgeshire</i>   |
| <i>Surrey</i>           |
| <i>Gloucester</i>       |
| <i>Northamptonshire</i> |
| <i>West Sussex</i>      |
| <i>Warwickshire</i>     |
| <i>Worcestershire</i>   |
| <i>Staffordshire</i>    |
| <i>Lancashire</i>       |
| <i>Somerset</i>         |

### **Children's Services & Education**

|                             |
|-----------------------------|
| <i>Bracknell Forest</i>     |
| <i>Hampshire</i>            |
| <i>Oxfordshire</i>          |
| <i>Central Bedfordshire</i> |
| <i>Trafford</i>             |
| <i>Buckinghamshire</i>      |
| <i>Cambridgeshire</i>       |
| <i>West Berkshire</i>       |
| <i>West Sussex</i>          |
| <i>Warwickshire</i>         |
| <i>Hertfordshire</i>        |

### **Environment – Bus Information**

|                             |
|-----------------------------|
| <i>Cambridgeshire</i>       |
| <i>Essex</i>                |
| <i>Suffolk</i>              |
| <i>Central Bedfordshire</i> |
| <i>Bedford</i>              |

### **Environment**

|                           |
|---------------------------|
| <b>Authority</b>          |
| <i>Buckinghamshire CC</i> |
| <i>Cambridgeshire</i>     |
| <i>Essex</i>              |
| <i>Gloucestershire</i>    |
| <i>Hampshire</i>          |
| <i>Kent</i>               |
| <i>Lancashire</i>         |
| <i>Northamptonshire</i>   |
| <i>Nottinghamshire</i>    |
| <i>Oxfordshire</i>        |
| <i>Suffolk</i>            |
| <i>Surrey</i>             |
| <i>Warwickshire</i>       |
| <i>West Sussex</i>        |
| <i>Worcestershire</i>     |

*Highways do not benchmark with neighbouring authorities for performance. Instead it compares its own performance against previous years.*

## **Public Health**

*PHE now use CIPFA comparators. For Hertfordshire these are the 6 statistically nearest county councils linked in the IMD 2015*

|                        |
|------------------------|
| <i>Oxfordshire</i>     |
| <i>Hampshire</i>       |
| <i>Surrey</i>          |
| <i>West Sussex</i>     |
| <i>Cambridgeshire</i>  |
| <i>Buckinghamshire</i> |

## **Human Resources**

|                        |
|------------------------|
| <i>Buckinghamshire</i> |
| <i>East Sussex</i>     |
| <i>Essex</i>           |
| <i>Hampshire</i>       |
| <i>Kent</i>            |
| <i>Oxfordshire</i>     |
| <i>Surrey</i>          |
| <i>Wiltshire</i>       |

## **Fire & rescue – family group**

*Family Group comparison data is produced from the Department for Communities and Local Government: Fire Statistics Monitor: England April 2014 to March 2015 and the CIPFA Fire and Rescue Service Statistics 2015. The Family Group is a group of Fire and Rescue Services defined by the Department for Communities and Local Government (DCLG) for comparison purposes, here Hertfordshire is compared to the 13 other English Fire and Rescue Services in Family Group 4 (FG4)*

|                        |
|------------------------|
| <i>Avon</i>            |
| <i>Cheshire</i>        |
| <i>Cleveland</i>       |
| <i>Derbyshire</i>      |
| <i>Essex</i>           |
| <i>Hampshire</i>       |
| <i>Hertfordshire</i>   |
| <i>Humberside</i>      |
| <i>Kent</i>            |
| <i>Lancashire</i>      |
| <i>Leicestershire</i>  |
| <i>Nottinghamshire</i> |
| <i>Staffordshire</i>   |
| <i>Surrey</i>          |

**22. Please provide a review of Hertfordshire’s shared back office services to establish what savings have been made and those anticipated going forward and the benefits that have been gained to date to inform potential future shared service opportunities.**

*Since 2010, over £47m savings have been achieved by the county council from “back office” functions , through staff restructurings and changes to working practice, use of property assets, and ICT investment that has enabled streamlining of processes for both staff and service users. These savings have been achieved across services as well as in central Resources and Performance teams (e.g. Finance, HR, Legal, Property, Technology and Improvement). A further £4.8m savings have been built into the 2016/17 IP, of which £3.2m are in service budgets.*

*The Enabling the Worker workstream continues to deliver savings by encouraging more flexible working (improving productivity and saving travel time and costs), and providing more responsive and efficient technology, that also reduces manual processing.*

*There are also a number of shared services across Hertfordshire in which the authority participates. The table below attempts to capture the financial gain arising from these in 2015/16. There are a number of other partnerships which provide broader benefits in terms of resilience which are also detailed. Over and above this whilst it is not anticipated that there will be a formal structure for Hertfordshire Civil Service, work continues on exploring opportunities for joint working where these are of mutual benefit. This includes HR, Legal and Information Management. This does not preclude any future areas from coming forward*



## SHARED SERVICES 2015-2016

**Definition:** Collaboration, partnering or other joint working between local authorities or other public sector bodies to organise the commissioning, provision or delivery of services jointly.

| Shared Service   | Partner  | Unit                 | Financial Gain<br>£'000 |
|--|--|----------------------|-------------------------|
| Chief Fire Officer also working as Police and Crime Commissioner Chief Executive                   | Herts Constabulary   | Community Protection | 57.0                    |
| Assistant Director Environment also working as Police and Crime Commissioner Chief Finance Officer | Herts Constabulary   | Environment          | 28.2                    |
| Shared Graduate Trainees   | East Herts District Council  | Resources            | 27.0                    |
| Shared Graduate Trainees   | Herts Constabulary   | Resources            | 30.0                    |
| Shared Resilience Officers   | Dacorum Borough Council,<br>East Herts District Council,<br>Hertsmere Borough Council,<br>North Herts District Council, St Albans District Council,<br>Stevenage Borough Council,<br>Three Rivers District Council,<br>Watford Borough Council | Community Protection | 68.4                    |
| <b>Total Savings from Shared Services</b>  |  |                      | <b>210.6</b>            |

\*Herts Waste Partnership is a partnership between all Herts authorities. However, savings achieved for HCC through this partnership have not been quantified.

\*SIAS provides HCC with benefits of resilience and shared learning rather than quantifiable financial savings.

\*Savings which may be achieved through SAFS cannot be quantified yet.

### **23. What has been the impact of Member Locality Budget spending?**

*We do not currently hold or collect empirical information on the overall impact of member locality budget spend.*

*Details on the overall spend for the scheme, along with an analysis of spend by type of organisation, activity and beneficiary group. Details of the analysis for 2014/15 is detailed in **Appendix 1(c)***

*When the scheme was launched in 2009, the main purpose of the scheme was “to raise the profile of Members in their localities” and “maximise their effectiveness to meet an enhanced community role.”*

*An evaluation on each grant is sought from the recipient organisation. As part of this, information is collected on how effective the scheme has been in meeting these aims.*

*In 2014/15, the results showed that:*

- Slightly under 12% (about one in eight) of grant recipients were not previously aware of their councillor.*
- Nearly 88% of grant recipients were more likely to contact their councillor in future*

*Nearly half of grant recipients found out about the scheme directly from their councillor.*

**Attention of Overview and Scrutiny Committee**

Hertfordshire County Council,  
County Hall,  
Pegs Lane,  
Hertford,  
SG13 8DQ

18<sup>th</sup> February 2016

**RE: Hertfordshire LEP response to Overview and Scrutiny Committee request**

We are writing to respond formally to the OSC request for information about how the LEP can improve how it communicates with the public about its role and successes.

Please find our Communications Strategy which is underpinned by a working communications and campaigns planner aligned to both LEP and central Government initiatives. We will also be aligning Growth Hub and Hertfordshire LEP's marketing and communications activity, where relevant, going forward.

We receive regular widespread coverage on LEP activity across the county in local press and B2B publications. One area that needs further improvement is our database management so that we can create more targeted mailshots across key sectors/geographies; this is a priority for Hertfordshire LEP this year.

All HCC Strategic Management Board members, Cabinet members, County Councillors as well as District Communications Leads should receive regular updates via our newsletter. We currently have one person in post for all Hertfordshire LEP communications and engagement activity.

**Neil Hayes**

Executive Director  
Hertfordshire Local Enterprise Partnership

## COMMUNICATIONS STRATEGY

### INTRODUCTION

Hertfordshire Local Enterprise Partnership (LEP) is one of 39 LEPs across the country tasked by the Government to drive forward sustainable private sector growth and job creation. To achieve this, the LEP brings together key partners from business, academia, voluntary organisations and the public sector to provide the necessary strategic leadership, vision and focus to deliver this aim.

Hertfordshire LEP has three main Programme Boards to deliver this work:

1. **Enterprise and Innovation:** to encourage enterprise and business growth. It also builds on our innovation assets across key sectors in advanced manufacturing and engineering, science and technology and film and media.
2. **Strategic Infrastructure:** to ensure the provision of the appropriate communications, road and rail infrastructure to support current and future needs, as well as appropriate workspaces and housing.
3. **Skills and Employment Board:** to maintain the availability of motivated and appropriately skilled people to meet the current and future needs of employers.

In addition Hertfordshire LEP is working with key partners to deliver a new tourism service for Hertfordshire in 2016 and beyond and is responsible for the delivery of The Careers and Enterprise Company in the county.

We adhere to robust governance arrangements to ensure that the LEP's decision-making is open, transparent and accountable and provides value for money. All our LEP Board papers and governance arrangements are available to view via our [website](#).

### CORE ROLES

While we are not involved in direct delivery our role is to be a:

- **Strategic leader:** to develop a long-term vision for Hertfordshire's economy
- **Co-ordinator:** to create the relationships and networks that are needed for partnership working to flourish
- **Investor:** we have a proven track record in securing significant EU and public sector investment for the county
- **Advocate:** we will continue to advocate for further EU and Government investment on behalf of businesses and the wider community.

### AIMS AND OBJECTIVES

Our Communications Strategy sets out our objectives, aims, key messages, communication channels and priority areas. It is underpinned by a Communications Plan working document outlining our main activities, responsibilities, timeframes and SMART targets.

#### **Our Mission Statement**

*'To accelerate business-led economic growth in Hertfordshire and to establish Hertfordshire's place as a world-leading economy – one of the top three in the country outside London.'*

#### **Our Objectives**

To secure Hertfordshire LEP's future EU and public sector revenue streams and continue to deliver

the projects identified in our Strategic Economic Plan (SEP). **[Key business objective KB01]**

To position Hertfordshire Local Enterprise Partnership as a responsive and credible LEP, capable of delivering the projects and growth set out in the SEP and to communicate regularly and publically on progress. **[Key communications objective KC01]**

**Aims**

- To raise awareness of the role of Hertfordshire LEP
- To publicise potential EU, SLGF and other public sector funding opportunities
- To provide consistent positive messaging on the role of Hertfordshire LEP and the successful delivery of projects outlined in the SEP
- To regularly review the effectiveness of our communications and provide a two-way dialogue between stakeholders, partners and the wider business community
- To broker successful partnership working between the public and private sector
- To ensure decision making is open and transparent with publication of all LEP Board and Programme Board papers to conform to our Governance arrangements.

**KEY MESSAGES**

‘Hertfordshire LEP is focused on helping to drive forward sustainable economic growth – with local business education providers, the third sector and the public sector working together to achieve this.’

‘Thanks to our targeted **Strategic Economic Plan**, we have secured £221.5m to date from the Government’s Local Growth Fund to support economic growth in the county.’

‘We are transforming the economy through the development and delivery of ambitious programmes which will ensure that companies have the funding, support, skills and infrastructure needed to thrive and ensure that Hertfordshire remains a great place to live, work and do business.’

**KEY COMMUNICATION CHANNELS**

| Engagement         | How   |
|--------------------|---|
| Businesses/general | <ul style="list-style-type: none"> <li>• Media: LEP Board Chair’s column in Mercury Business Supplement; Insight Magazine and regular advertorials in Business Independent. Pipeline of news stories to demonstrate how we are delivering on our SEP promises. Regular coverage in local/regional/trade and B2B press.</li> <li>• Herts LEP newsletter/Website and Social Media feeds (Twitter/LinkedIn) to publicise project calls and programme updates</li> <li>• Via the Business and Banking Forums, Hertfordshire LEP <a href="#">Growth Area Forums</a>, Hertfordshire LEP AGM and Report, Hertfordshire Limited (Grant Thornton) and other key sector groups</li> <li>• Attend relevant networking events/Expos and take up opportunities for public speaking where appropriate</li> <li>• Sponsorship of business awards most closely aligned to key LEP policy/activity and attend and support relevant partnership events</li> <li>• Demonstrate where LEPs are encouraging business growth and supporting SMEs directly via Hertfordshire Growth Hub and UKTI case studies. Crossover campaign activity between LEP and Growth Hub.</li> <li>• Widespread publicity campaigns to notify Hertfordshire residents and business community of key areas of interest and high-profile activity (e.g. new tourism service/Careers and Ent. Co/Enterprise Zone)</li> </ul> |

|             |   |
|-------------|---|
| Stakeholder | <ul style="list-style-type: none"> <li>• Direct engagement with LEP Board/Executive</li> <li>• Via working groups (for example, Herts Leaders, HEDOG, HCC Transport Planning)</li> <li>• Stakeholder newsletter for regular progress reports on key shared areas of activity (tourism service/Careers and Enterprise Company mailshots); Herts LEP newsletter/website and social media</li> <li>• Build reputation through a number of cross-over campaigns with agreed media activity and communication protocols in place to take these forward</li> <li>• Organise, attend and support partnership networking events, where appropriate, to raise awareness of joint campaigns.</li> </ul> |
| Political   | <ul style="list-style-type: none"> <li>• Brief Hertfordshire MPs and County Councillors on progress via Growth Area Forums, AGM, Herts LEP newsletter and provide regular policy briefs as and when required. Seek endorsement where appropriate</li> <li>• Demonstrate how LEP activity fits in with national policy and liaise with Cabinet Office Local Campaigns Team - London, East &amp; SE to promote cross-over activity across region. Engage with Whitehall and Parliament on key LEP policy issues and secure Ministerial support for high-profile Growth Deal projects.</li> </ul>  |

## **KEY PRIORITIES**

In addition to updating key audiences on how we are delivering on our SEP we will develop and review communications strategies, agreed protocols and resourcing arrangements for these specific priority projects for 2016:

### **Visit Herts**

**Enterprise Zone** *[with regular guidance from Cities & Local Growth Unit]*

**Careers and Enterprise Company**

**Stevenage First:**

We will agree and adhere to a set of metrics to monitor effectiveness across all our communications activity. We will continue to work with the LEP Network to share good practice and build a more coherent national picture of LEP activity.

As part of our efforts to review and regularly improve our communications and governance arrangements we are in the process of procuring a new website/intranet facility with key document sharing facilities for partners. We aim for this to be fully operational by September 2016. We also agree to undertake a market review of CRM and CMS options with a view to possibly procuring a fully integrated marketing platform by February 2017.

## **Supporting Documents and Useful Links**

[Strategic Economic Plan](#)

[Growth Deal](#)

[Terms of Reference](#)

[Assurance Framework](#)

[LEP Board Papers](#)

[Growth Area Forums](#)

[Hertfordshire Growth Hub](#)

[Hertfordshire LEP newsletter registration](#)

**HERTFORDSHIRE COUNTY COUNCIL****PUBLIC HEALTH, LOCALISM AND LIBRARIES CABINET PANEL****WEDNESDAY 15 JULY 2015 AT 10.00 AM****LOCALITY BUDGET SCHEME 2014/15 – OVERALL BREAKDOWN OF SPEND**

Report of the Asst. Director Environment (Planning, Strategy and Communications)

Author: John Birch, Corporate Policy  
01992 555602

Lead Officer: Alex James, Head of Corporate Policy  
01992 558259

Executive Member: Teresa Heritage, Public Health, Localism & Libraries

**1. Purpose of report**

- 1.1. To provide the Public Health, Localism & Libraries Cabinet Panel with a breakdown of overall spend against the 2014/15 Locality Budget Scheme, and information collected about the use and effectiveness of the scheme.

**2. Summary**

- 2.1. The Locality Budget Scheme (LBS), launched in 2009, allocates each elected member of the County Council with £10,000 to support projects that would benefit local communities within their electoral division.
- 2.2. Since the scheme was launched, almost £4.5 million has been spent on over 6,500 projects, events and schemes.
- 2.3. At the conclusion of 2014/15 scheme, £768,890 out of a possible £770,000 had been allocated through 1,201 grants to a variety of local organisations.
- 2.4. The 2015/16 scheme began on Monday 1 June following the parliamentary elections.

**3. Recommendations**

- 3.1. The Panel is invited to note the contents of this report.

**4. Overview of expenditure**

- 4.1. In 2014/15 1,201 grants were made with a total value of £768,890
- 4.2. There was a slight 1% fall in the number of grants made, and consequentially a small rise in the mean size of each grant. However, in practice the overall number of grants made, after rising steadily for the first three years of the scheme, has been more or less stable for the past three years at just over 1,200 grants per year with a mean value of circa £635 per grant.

#### 4.3. A comparison with previous years:

| Year    | Grants | Value       | Mean grant value |
|---------|--------|-------------|------------------|
| 2009/10 | 790    | £762,134.00 | £964.73          |
| 2010/11 | 1020   | £796,305.98 | £754.22          |
| 2011/12 | 1161   | £769,190.66 | £662.52          |
| 2012/13 | 1206   | £769,175.64 | £637.79          |
| 2013/14 | 1213   | £766,837.20 | £632.00          |
| 2014/15 | 1201   | £768,890.02 | £640.21          |

### 5. Analysis by type of applicant

- 5.1. Appendix 1 details the type of organisation that has been the recipient of 2014/15 LBS.
- 5.2. 34% of grants went to community and civic organisations (up from 27% in 2013/14 and 31% in 2012/13) or which 289 (24%) went to small community organisations or local business groups, up from 17% in 2013/14 and 20% in 2012/13.
- 5.3. 13% of grants went to therapy and counselling groups, more or less unchanged compared to the past two years. However within this applications from hospices halved compared to last year while applications from adult and family counselling groups doubled.
- 5.4. 12% of applications were from schools and educational bodies, continuing a steady rise from 6% in 2012/13.
- 5.5. Elsewhere, although comparatively small in number, it is notable that applications from environmental groups have also steadily risen and are now double what they were two years ago. At the same time applications from faith and youth groups have halved.
- 5.6. Other categories of applicant have shown little change over the three years.

### 6. Analysis by subject of grant

- 6.1. Appendix 2 groups 2014/15 expenditure by type of activity, as described in the application.
- 6.2. The classification in this table is (at the request of Finance) based upon the CIPFA Service Reporting Code of Practice (SERCOP).
- 6.3. Since 2012/13 there have been significant rises in grants for educational purposes (from 77 in 12/13 to 143 in 14/15) and adult social care (55 to 115).
- 6.4. On the other hand grants for “Community safety” (crime reduction measures and CCTV) have fallen from 69 in 12/13 to 15 in 14/15. Similarly the number of grants for “Community development” and “planning and development” have dropped by around a third.



6.5. The most popular purposes have been consistently culture, heritage and sports – roughly 30% of grants tend to be spent on these purposes which might include sports coaching, museum exhibitions (very popular recently), and plays and entertainments (so street parties, for example, would come under this heading). Note that this would not generally include equipment or building repairs (even to historic buildings) as these would generally be included under RO7.

## **7. Analysis by beneficiary group**

7.1. Appendix 3 looks at the groups benefiting from Locality Budget Grants.

7.2. The data in Appendixes 1 and 2, while recording the types of organisation receiving grants and the overall purpose, does not on its own record who benefits from a grant.

7.3. For example, a grant to repair a village hall might be applied for by a community group, and would be a grant for a capital purpose, but these two measures alone would fail to take into account the groups who actually use the hall and the purpose to which the hall is put.

7.4. As a result the evaluation process for the Locality Budget Scheme was revised at the start of 2013/14 to create a system from which this data could be obtained. When a project is completed grant recipients are now asked which specified groups benefited from the project.

7.5. Note that:

- The data is not directly comparable to that in Appendixes 1 and 2. Projects that provide an evaluation in 2014/15 will not always be the same as the ones receiving a grant in 2014/15 as some (perhaps more than half) will have received their grant in a previous year.
- The data is as reported by the various recipients, and based on their interpretation of the categories so there will be some inevitable inconsistencies in reporting. In addition not all recipients provide an evaluation, though well over 60% do.
- A grant can (and almost invariably does) benefit members of more than one group, as a result of which the total number of groups benefiting will exceed the total number of grants.

7.6. The data is self-explanatory, but highlights include:

- Slightly more women benefit from LBS grants than men.
- Roughly half of all grants benefit teenagers and young adults.
- Over a third of all grants benefit people from ethnic and cultural minorities.

- Carers and socially disadvantaged people benefit from the effects of around 40% of grants made.

## 8. “Raising the profile of members in the community”

8.1. When the scheme was launched in 2009 it was said that: “The major purpose of the locality budgets scheme is to raise the profile of Members in their localities” and “maximise their effectiveness to meet an enhanced community role.” (*Cabinet minutes, 20/4/09*).

8.2. In addition: “The [Locality Budget scheme] is predicated on the basis that Members will invest in schemes that are beneficial to the local community and that they are best placed to know what their communities would benefit from. It also increases Member accountability, visibility and local leadership through ‘ownership’ of a budget responsive to the needs of their local community.” (*ibid.*).

8.3. The new evaluation system also collects information about how effective the scheme has been in meeting these aims.

8.4. The key outputs are

- Slightly under 12% (about one in eight) of grant recipients were not previously aware of their councillor.
- Nearly 88% of grant recipients are more likely to contact their councillor in future

8.5. In addition nearly half of grant recipients found out about the scheme directly from their councillor. Of the rest, 20% discovered the scheme on Hertsdirect, and another 17% from other organisations (often other previous recipients).

9. Details of each elected member’s allocations for 2014/15 (and all other years) can be found on individual member’s web pages on the council’s website which can be accessed at:

<https://cmis.hertsdirect.org/hertfordshire/CountyCouncillors.aspx>

## Appendix 1: Types of organisation applying, 2014/15

|          |   | Number of grants | Value of grants    |
|----------|---|------------------|--------------------|
| <b>A</b> | <b>Adult organisations</b>                    |                  |                    |
| AE       | Elderly                                       | 21               | £10,384.45         |
|          |   | <b>21</b>        | <b>£10,384.45</b>  |
| <b>C</b> | <b>Civic/community organisation</b>           |                  |                    |
| CB       | Business group                                | 10               | £5,076.00          |
| CC       | Crime prevention (inc police)                 | 8                | £3,283.29          |
| CD       | District Council                              | 44               | £32,327.40         |
| CH       | Herts CC                                      | 25               | £38,250.75         |
| CP       | Parish Council                                | 36               | £29,787.46         |
| CT       | Town Council                                  | 6                | £7,600.00          |
| CVA      | Community Arts groups                         | 47               | £31,619.84         |
| CVC      | Community Charitable bodies                   | 79               | £38,386.64         |
| CVF      | Community Festival organisers                 | 54               | £25,463.23         |
| CVH      | Community Heritage groups                     | 14               | £10,095.00         |
| CVR      | Community Residents groups                    | 59               | £47,416.61         |
| CVV      | Community Halls & buildings                   | 26               | £27,974.54         |
|          |   | <b>408</b>       | <b>£297,280.76</b> |
| <b>E</b> | <b>Educational bodies</b>                     |                  |                    |
| EA       | Adult   | 11               | £6,391.00          |
| ED       | Disabled, Special                             | 11               | £5,050.00          |
| EF       | Further                                       | 0                | £0.00              |
| EH       | Higher  | 1                | £1,000.00          |
| EP       | Primary                                       | 54               | £38,386.43         |
| ES       | Secondary                                     | 44               | £29,138.50         |
|          |   | <b>122</b>       | <b>£80,965.93</b>  |
| <b>F</b> | <b>Financial organisations</b>                |                  |                    |
| FA       | Advice and support                            | 4                | £2,550.00          |
|          |   | 2                | £5,270.00          |
|          |   | <b>6</b>         | <b>£7,820.00</b>   |
| <b>H</b> | <b>Health-related organisations</b>           |                  |                    |
| HR       | Health/rescue (inc ambulance)                 | 27               | £16,366.75         |
|          |   | 29               | £17,780.66         |
|          |   | <b>56</b>        | <b>£34,147.41</b>  |
| <b>M</b> | <b>Minority support groups</b>                |                  |                    |
| MC       | Cultural minority                             | 11               | £5,475.00          |
| MD       | Disabled                                      | 65               | £26,213.96         |
| MS       | Socially disadvantaged                        | 28               | £17,290.00         |
|          |   | <b>104</b>       | <b>£48,978.96</b>  |
| <b>N</b> | <b>Natural environment support groups</b>     |                  |                    |
|          |   | 41               | £20,166.66         |
|          |   | <b>41</b>        | <b>£20,166.66</b>  |
| <b>P</b> | <b>Pre-school children and parents groups</b> |                  |                    |
| PP       | Playgroup                                     | 53               | £30,000.16         |
|          |   | 5                | £3,617.16          |
|          |   | <b>58</b>        | <b>£33,617.32</b>  |
| <b>R</b> | <b>Religious and faith groups</b>             |                  |                    |
|          |   | 26               | £16,417.00         |
|          |   | <b>26</b>        | <b>£16,417.00</b>  |
| <b>S</b> | <b>Sporting bodies</b>                        |                  |                    |
| SD       | Disabled                                      | 129              | £91,229.10         |
|          |   | 18               | £11,060.00         |
|          |   | <b>147</b>       | <b>£102,289.10</b> |
| <b>T</b> | <b>Therapy and counselling Groups</b>         |                  |                    |
| TA       | Adult counselling                             | 41               | £18,140.00         |
| TA       | Adult counselling                             | 50               | £25,469.41         |
| TC       | Carers  | 11               | £4,494.00          |
| TD       | Drug and alcohol support                      | 16               | £8,696.00          |
| TE       | End of life care (ie. hospice)                | 15               | £9,450.00          |
| TY       | Youth counselling                             | 18               | £8,925.00          |
|          |   | <b>151</b>       | <b>£75,174.41</b>  |
| <b>Y</b> | <b>Youth groups</b>                           |                  |                    |
| YC       | Youth centre                                  | 23               | £13,258.20         |
| YC       | Youth centre                                  | 8                | £5,847.59          |
| YU       | Uniformed (guides, scouts, cadets)            | 30               | £22,542.23         |
|          |   | <b>61</b>        | <b>£41,648.02</b>  |
|          |   | <b>1201</b>      | <b>£768,890.02</b> |

## Appendix 2: Grants by subject

| CIPFA      |                      |   | Number of grants | Value of grants    |
|------------|----------------------|---|------------------|--------------------|
| <b>R01</b> | <b>1</b>             | <b>Education services (all levels)</b>  |                  |                    |
|            |                      | All education   | <b>143</b>       | <b>£93,923.09</b>  |
| <b>R02</b> | <b>2</b>             | <b>Highways and Transport Services (Planning, maintenance, road safety, public transport)</b> |                  |                    |
|            |                      | All highways & transport  | <b>27</b>        | <b>£56,541.86</b>  |
| <b>R03</b> | <b>3</b>             | <b>Social care (including disability support)</b>   |                  |                    |
|            | 3.1                  | Children  | 48               | £22,507.49         |
|            | 3.2                  | Adult   | 115              | £58,311.31         |
|            | 3.3                  | All age   | 96               | £47,273.00         |
|            |                      | All social care   | <b>259</b>       | <b>£128,091.80</b> |
| <b>R04</b> | <b>4</b>             | <b>Housing services (Advice, repair, homelessness, benefits and welfare)</b>                  |                  |                    |
|            |                      | All housing services  | <b>6</b>         | <b>£6,000.00</b>   |
| <b>R05</b> | <b>5</b>             | <b>Cultural, environmental, regulatory and planning</b>                                       |                  |                    |
|            | 5.1                  | Cultural and related (general)  | 1                | £1,250.00          |
|            | 5.11                 | Culture, Heritage   | 183              | £94,744.23         |
|            | 5.12                 | Recreation & sport  | 188              | £121,415.30        |
|            | 5.13                 | Open space  | 35               | £21,651.50         |
|            | 5.14                 | Tourism & libraries   | 4                | £3,100.00          |
|            |                      | All Cultural & related  | <b>410</b>       | <b>£240,911.03</b> |
|            | 5.2                  | Environmental & regulatory (general)  | 1                | £1,000.00          |
|            | 5.21                 | Regulatory (H&S, animal & public health)  | 0                | £0.00              |
|            | 5.22                 | Community safety (CCTV, crime reduction)  | 15               | £8,369.20          |
|            | 5.23                 | Other environmental (ag & fish, flood, street cleaning, waste)                                | 29               | £19,042.07         |
|            |                      | All environmental & regulatory  | <b>44</b>        | <b>£27,411.27</b>  |
|            | 5.3                  | Planning & development (general)  | 1                | £500.00            |
|            | 5.31                 | Business support  | 11               | £8,712.77          |
|            | 5.32                 | Community development   | 45               | £38,481.05         |
|            |                      | All planning and development  | <b>57</b>        | <b>£47,693.82</b>  |
|            |                      | All cultural, environmental, regulatory and planning  | <b>512</b>       | <b>£316,016.12</b> |
| <b>R06</b> | <b>6</b>             | <b>Protective services (police, fire)</b>   |                  |                    |
|            | 6.1                  | Police  | 7                | £2,728.09          |
|            | 6.2                  | Fire & rescue (general)   | 0                | £0.00              |
|            | 6.21                 | Fire  | 0                | £0.00              |
|            | 6.22                 | Ambulance   | 22               | £10,880.66         |
|            |                      | All fire and rescue   | <b>22</b>        | <b>£10,880.66</b>  |
|            |                      | All protective services   | <b>29</b>        | <b>£13,608.75</b>  |
|            | <b>7</b>             | <b>Public Health</b>  |                  |                    |
|            |                      | All public health   | <b>56</b>        | <b>£36,756.94</b>  |
| <b>R07</b> | <b>8<sup>1</sup></b> | <b>Central services to the public (general grants, donations etc)</b>                         |                  |                    |
|            |                      | All central services  | <b>169</b>       | <b>£117,951.46</b> |
|            |                      |   | <b>1201</b>      | <b>£768,890.02</b> |

<sup>1</sup> Mainly capital purchases and repairs. Includes building repairs, upgrading of IT equipment, and other equipment purchases.

**Appendix 3: Groups benefiting from LBS grants**

| Groups benefiting from the Locality Budget grant | 2014/15 grants | 2013/14 grants | Total | Overall percentage |
|--|----------------|----------------|-------|--------------------|
| <b>Adult women</b>                               | 265            | 158            | 423   | 58.1%              |
| <b>Adult men</b>                                 | 255            | 158            | 413   | 56.7%              |
| <b>Parents and Families</b>                      | 251            | 156            | 407   | 55.9%              |
| <b>Young Adults</b>                              | 218            | 157            | 375   | 51.5%              |
| <b>Older people</b>                              | 225            | 141            | 366   | 50.3%              |
| <b>Teenagers</b>                                 | 209            | 146            | 355   | 48.8%              |
| <b>Socially disadvantaged people</b>             | 176            | 124            | 300   | 41.2%              |
| <b>Primary age children</b>                      | 161            | 125            | 286   | 39.3%              |
| <b>Carers</b>                                    | 161            | 106            | 267   | 36.7%              |
| <b>Ethnic and cultural minorities</b>            | 134            | 110            | 244   | 33.5%              |
| <b>Disabled people</b>                           | 133            | 80             | 213   | 29.3%              |
| <b>Members of Health and therapy groups</b>      | 95             | 90             | 185   | 25.4%              |
| <b>Under 5 children &amp; parents</b>            | 107            | 74             | 181   | 24.9%              |
| <b>Members of sports clubs</b>                   | 90             | 43             | 133   | 18.3%              |
| <b>Members of arts and heritage groups</b>       | 51             | 21             | 72    | 9.9%               |
| <b>Drug/Alcohol rehabilitation</b>               | 49             | 11             | 60    | 8.2%               |
| <b>Members of environmental groups</b>           | 43             | 17             | 60    | 8.2%               |
| <b>Victims of crime</b>                          | 39             | 11             | 50    | 6.9%               |
| <b>Members of religious groups</b>               | 21             | 17             | 38    | 5.2%               |
| <b>Members of uniformed youth groups</b>         | 23             | 9              | 32    | 4.4%               |

**Appendix 4: Increasing public awareness of members**

|   | "Yes"<br>(2014/15) | "Yes"<br>(2013/14) | Total<br>"Yes" |       |
|---|--------------------|--------------------|----------------|-------|
| <b>Were you aware of your county councillor before apply for a grant?</b>         | 404                | 238                | 642            | 88.2% |
| <b>Are you now more likely to contact your county councillor than previously?</b> | 398                | 242                | 640            | 87.9% |

**Appendix 5: Effectiveness of promotion**

| How did you hear about the LBS?                     | 2014/15 | 2013/14 | Total |       |
|---|---------|---------|-------|-------|
| <b>Direct from local councillor</b>                 | 235     | 128     | 363   | 49.9% |
| <b>Herts Direct</b>                                 | 62      | 89      | 151   | 20.7% |
| <b>Other local organisations/word of mouth etc.</b> | 100     | 25      | 125   | 17.2% |
| <b>Other</b>  | 8       | 39      | 47    | 6.5%  |
| <b>Previous grant recipient*</b>                    | 20      | 3       | 23    | 3.2%  |
| <b>Newspaper article</b>                            | 10      | 1       | 11    | 1.5%  |
| <b>Horizons</b>                                     | 3       | 5       | 8     | 1.1%  |

## **SCRUTINY OF THE INTEGRATED PLAN PROPOSALS 2016/17 – 2019/20 SCRUTINY PROPOSALS**

### **SCRUTINIES ALREADY ON THE WORK PROGRAMME – New issues raised at the evidence gathering sessions**

1. Flooding Scrutiny:
  - (a) To include a review the current structure and relationships of the authorities and agencies involved in flood management, identifying the roles and responsibilities of those involved, establishing whether the current system is appropriate and if it is possible to set up a Hertfordshire “Flood Forum” to help clarify and manage flood management.
  - (b) The use of trees in the prevention of flooding
  - (c) Education of the general public to encourage them to take precautions to assist themselves.

### **NEW SCRUTINES IDENTIFIED TO BE CONSIDERED FOR INCLUSION ON THE WORK PROGRAMME**

1. Household Waste Recycling Centres

To review Hertfordshire’s Household Waste and Recycling Centres (HWRCs) and commercial waste facilities to ensure greater compatibility and cooperation between the public and private facilities; and to prevent the unauthorised use of the HWRCs for disposal of commercial waste clarifying the cost to the Authority.
2. Community Protection Directorate Preventative Work With Other Services

To review the Community Protection directorate’s preventative work to other services (for example, Public Health) by reviewing the costs, effects and benefits to other services and the predicted wider cost savings.

### **SEMINARS**

1. Corporate Parenting

To repeat and reinforce the role of Members as corporate parents, and any training opportunities available to them to improve knowledge and involvement.



**HERTFORDSHIRE COUNTY COUNCIL**

**OVERVIEW AND SCRUTINY COMMITTEE  
WEDNESDAY, 20 APRIL 2016 AT 10.00AM**

Agenda Item No

**2**

**SCRUTINY RECOMMENDATIONS: UPDATE**

Report of the Head of Scrutiny

Author: Michelle Diprose, Democratic Services Officer (Tel: 01992 555566)

**1. Purpose of report**

1.1 To provide the Committee with an update on:-

(a) Recommendations arising from topic groups concluded since the Committee's last meeting, and

(b) Executive Member responses to the recommendations from topic groups received since the Committee's last meeting.

**2. Summary**

Topic Group / OSC Recommendations

2.1 The recommendations from the Care Pathways Topic Group; Hertfordshire Safeguarding Children's Board Topic Group (Yearly) and the Scrutiny of the Integrated Plan Proposals 2016/17 -2019/20 years are attached as Appendices 1(a), 1(b), and 1(c) to the report.

Executive Member responses to scrutiny recommendations received since the last OSC meeting

2.2 The Executive Member response to the scrutiny recommendations made by the Ringways Highways Service Team Contract Topic Group, are attached as Appendix 2.

Monitoring of Recommendations Topic Group

2.3 The Monitoring of Recommendations Topic Group met on 16 February 2016. The Minutes of that meeting are attached for Members' information as Appendix 3 of the report.

2.4 The Topic Group's 'Overview' database is attached as Appendix 4 of the report for the Committee's information.

**3. Recommendations**

3.1 1. That the scrutiny recommendations, set out in Appendices 1(a), 1(b), and 1(c) to the report, be Agend

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2. That the Executive Member responses to scrutiny recommendations, attached as Appendix 2(a) o the report, be noted and that the Monitoring of Recommendations Topic Group be requested to consider action taken on these in due course.
3. That the Minutes of the meeting of the Monitoring of Recommendations Topic Group held on 16 February 2016, attached as Appendix 3 to the report, be noted.
4. That the Scrutiny 'Overview' database, attached as Appendix 4 to the report, be noted.

#### **4. Financial Implications**

- 4.1 There are no financial implications arising from this report.

#### Background Information

Reports of the following:

- Scrutiny of the IPP
- Care Pathways Topic Group
- Hertfordshire Safeguarding Children's Board Topic Group
- Ringways Highways Service Team Contract Topic Group
- Monitoring of Recommendations Topic Group Minutes
- Scrutiny Overview Database

## CARE PATHWAYS TOPIC GROUP

The Recommendations of the Care Pathways Topic Group are set out below:

1. Prevention at all stages is needed to address the increasing numbers of people with long term conditions. While Hertfordshire County Council's Public Health department has a lead role in co-ordinating the approach in Hertfordshire it needs agreement and significant contribution from commissioners and providers to deliver. A joint plan should be agreed and submitted to the Health and Wellbeing Board on primary, secondary and tertiary prevention (see 3.7). Members will seek evidence of progress in primary care especially at the six month review. (Conclusions: 3.7, 3.15, 4.1, 4.2, 4.3, 4.4, 4.5)
2. Self-management (see 3.8) is a key vehicle for addressing escalating need and volume. Delivery needs to improve and have the support of all partners. The inclusion of pharmacies in managing long-term conditions could bring benefits to patients and the system, not only for self-management. Commissioners should make further efforts to include pharmacies proactively in managing long-term conditions and recovery. Members will be seeking evidence of progress when the recommendations are considered at the six month review (Conclusions: 3.9, 3.11, 3.15)
3. Better mental health support for people who have suffered a stroke or who are living with diabetes was a clearly identified need at all levels (community and acute). Members will be seeking evidence of progress when the recommendations are considered at the six months review (Conclusions 3.12, 3.13, 3.14, 4.6, 4.7)
4. Over the next year better targeting of the Public Health health checks should focus on:
  - Older people up to 74
  - those most at risk of diabetes or stroke(Conclusions: 3.10, 4.5)
5. There is an urgent need to upskill professionals to identify better those at risk of stroke or diabetes and proactively help individuals manage their risk/condition (Conclusions: 4.8, 4.9, 4.10)
6. There is an urgent need to reduce variation in outcomes (e.g. coverage and uptake of eight key annual checks for diabetes) between and across practices and CCGs, especially with regard to diabetes.

Members will be seeking evidence of progress when the recommendations are considered at the six month review (Conclusions: 3.10, 4.8)

7. There was good evidence of partners working well together with regard to the stroke pathway. This approach should inform development of the diabetes pathway over the next year (Conclusions: 4.11, 4.14)

The full report can be viewed at [Care Pathways Topic Group - Final Report](#)

## **HERTFORDSHIRE SAFEGUARDING CHILDREN BOARD TOPIC GROUP (YEARLY TOPIC GROUP)**

The Recommendations of the Hertfordshire Safeguarding Children (HSCB) Topic Group are set out below:

1. A proposed re-refresh of the '**Say Something If You See Something campaign**' should include how to identify signs of Child Sexual Exploitation (CSE) more explicitly. There is a need to increase awareness among parents and carers to identify and better understand the signs of CSE and how to protect their children. This should be developed over the next 12 months (Conclusions: 4.1, 4.2, 4.9, 4.12)
2. At the 2016 HSCB scrutiny the topic group requested that members be updated on the:
  - Outcomes of the March 2016 district/borough Housing Workshop
  - Impact of the uncertainties at 4.12
  - Return Interview pilot
  - National Society for the Prevention of Cruelty to Children (NSPCC) Graded Care Profile (GCP) template
  - Impact of the Prevent / radicalisation work

The full report can be viewed at [HSCB Topi Group \(Yearly Review\)](#)



## **SCRUTINY OF THE INTEGRATED PLAN PROPSALS 2016/17 – 2019-20**

The Committee comments of the Scrutiny of the Integrated Plan Proposals 2016/17 – 2019/20 are set out below:

### **Committee Comments**

#### **Options for meeting the budget shortfall of £1.665m for 2015/16**

1. The Committee suggested that further evaluation be undertaken before any reductions are made to the Member Locality Budget and that consideration should be given amalgamating the Member Locality Budget and the Member Highways Budget.
2. Members suggested combining with 5% reduction overall to achieve the required budget cut and a minimum £85k Highways spend and £10k maximum Locality spend
3. There were no other comments on the potential options identified by Cabinet for meeting the budget shortfall in 2016/17.

### **Committee Suggestions**

That Cabinet gives consideration to the following:-

1. Assessing the impact on the Council's services of the changing demographics in the County so that future pressures and challenges can be addressed through detailed service plans and within the financial constraints within which the Council is operating.
2. Improving and strengthening partnership working through the further development of the relationships between all County Council departments and their stakeholders, including Health, the Local Enterprise Partnership (LEP), other tiers of local government and the voluntary sector.
3. Investigating how localism and devolution activities can directly involve partners, particularly lower-tier authorities, rather than being driven in a 'top-down' manner; and how they can be used to better support local economic development and prosperity. Members would welcome Highways Together options being extended to district and borough councils where possible.
4. Enabling smaller and medium sized local businesses to better

understand the County Council's procurement processes to promote the local economy.

5. Investigating what further departmental and cross-portfolio/partnership working opportunities exist to ensure utilisation of the expertise and experience of trained officers (e.g. Fire & Rescue former frontline officers) / staff (e.g. Highways officers drafting Traffic Regulation Orders) across different services to generate future savings and service resilience.
6. Continuing to look for opportunities to maximise the use of the Council's assets:
  - (a) To ensure the most appropriate sites are used for services, including co-location e.g. retained fire stations and libraries
  - (b) To further encourage services and partners to share accommodation
  - (c) To ensure rental charges help address budget challenges
  - (d) To examine ways of increasing business and income through County Council traded services.
7. Developing a clear strategy for encouraging and supporting volunteering across services and providing further support for stakeholders and volunteers in helping deliver services for the community.
8. Encouraging bus companies and community transport providers to maintain routes after Hertfordshire County Council subsidies have been withdrawn.
9. As a matter of urgency, Hertfordshire Leaders Group and Hertfordshire Infrastructure and Planning Partnership (HIPP) address the strategic infrastructure planning issues, particularly with regard to housing development, to assess future budgetary implications for the Council arising from inadequate setting of the Community Infrastructure Levy (CIL)
10. Transferring the Dial-A-Ride service from Environment to Adult Care and Health and lowering the qualifying age limit for those able to use the service to 60.
11. All future portfolio papers clarify statutory and non-statutory obligations and priorities within the Service's financial constraints

The full report can be viewed at [Overview & Scrutiny Committee - Scrutiny of the IPP 2016/17 – 2019-20 - Minutes](#)

| <b>EXECUTIVE MEMBER RESPONSE TO THE INVESTIGATION INTO RINGWAY HIGHWAYS SERVICE TERM CONTRACT</b>   |  |
|---|--|
| <b>NAME OF INVESTIGATION: RINGWAY HIGHWAYS SERVICE TERM CONTRACT</b><br><br><b>CHAIRMAN: MALCOLM COWAN</b><br><br><b>SCRUTINY OFFICER: CHARLES WEIR</b><br><br><b>EXECUTIVE MEMBER: TERRY DOURIS</b>  | <b>DATE OF SCRUTINY: 2 OCTOBER 2015</b>  |
|   | <b>DATE REPORT PUBLISHED: 22 OCTOBER 2015</b>  |
|   | <b>DATE RESPONSE RETURNED: 21 DECEMBER 2015</b>  |
| <p style="text-align: center;"><b>Recommendations:</b><br/>e.g. To undertake a customer survey in the Autumn of 2015</p>  | <p style="text-align: center;"><b>Outcomes/further action:</b><br/>e.g. To carry out the survey in September 2015</p>  |
| <p>2.1 That customers and members should be kept informed while medium &amp; low priority CAT 2 items do not receive immediate action and so remain in the pool, and whether a defect/fault meets requirements or not. (Conclusion 4.1)</p> | <p>Details of medium and low priority CAT 2 defects are retained within the council's management system in order that they can be considered when works are being planned in the area.</p> <p>There are insufficient resources available to keep customers updated on individual defects. However, as part of the ongoing fault reporting review it is proposed to update the initial acknowledgment email to make it clearer to customers how their reported defect will be dealt with.</p> |
| <p>2.2. To be kept informed of the progress of implementing the triage service of CAT 1 jobs and</p>  |  |



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|--|--|
| <p>its effectiveness and to examine the possibility of extending this to other work categories. (Conclusion 4.2)</p>   | <p>An update on the initial implementation and effectiveness of the triage service will be provided as an information note to the Highways Panel after the first 6 months of operation.</p> <p>This evolution of the CAT 1 service will be kept under review in order to determine if there are any benefits in extending it further subject to resource implications.</p>   |
| <p>2.3. That the budgets for the next financial year take into consideration the high volume and high estimated cost of CAT 2 high priority jobs, which are currently estimated to exceed the total budget for all CAT 2 work, and for quarterly reporting of the estimated cost of outstanding jobs of this type against the budget spent to that point to be shared with members. (Conclusion 4.3)</p> | <p>The CAT 2 budget is determined as part of the overall budget setting process for highways and takes account of the need to keep the highway safe and operational. Where opportunities for additional funding or moving funding between works categories are available, these will be investigated.</p> <p>I am concerned with the suggestion that the costs for outstanding jobs should be revisited on a regular basis. It seems to me that this would involve a level of time and resource which could be better expended on actually completing works and that the nature of outstanding works is such that the costs of these works is a constantly changing figure to make the delivery of such information transient.</p> |
| <p>2.4 To be kept informed of the development of new communications with customers on reported faults. (Conclusion 4.4)</p>  | <p>An information note will be taken to the Highways Panel approximately every 6 months as required with an update on significant developments within the fault reporting process and customer communications.</p> <p>These new communication developments will be highlighted in future editions of 'Highways on the Move'.</p>   |
| <p>2.5 That Ringway enforces and follows up on the</p>   | <p>Ringway are not the enforcement agency in this context. They do the informal initial notification but subsequent actions where required are</p>   |

|   |   |
|---|---|
| <p>statutory process of giving the owner of private hedges 14 days to cut them back before the highway service takes action and claims the cost back. (Conclusion 4.5)</p>    | <p>the responsibility of the County Council. Hertfordshire County Council and Ringway are reviewing the enforcement process which will include the introduction of a robust process for managing reports of third party vegetation overgrowing the public highway. As part of this Ringway will continue to carry-out the initial notification to the appropriate land owner where the hedge is over grown and if this is not then actioned HCC officers will initiate enforcement action which includes the recovery of reasonable costs but we are not allowed by law to impose any additional penalties.</p> |
| <p>2.6 To be kept informed of the progress by Ringway in introducing service improvement and developments that were agreed at the start of the contract. (Conclusion 4.6)</p> | <p>The service provided by Ringway continues to evolve as priorities change and new technology, systems and materials are introduced. As a result some improvements/developments agreed at the start of the contract may no longer be appropriate in the best interests of the service going forward.</p> <p>An information note will be provided to the Highways Panel on the progress by Ringway in introducing those service improvements and developments that are still relevant.</p>  |
| <p>2.7 That HCC review this area of the contract to see if it is possible to give Ringway more flexibility when undertaking multiple repairs. (Conclusion 4.7)</p>            | <p>This is a new and evolving initiative in which the role of the triage inspectors includes reviewing the reported carriageway and footway defect on site and looking for other defects within a defined vicinity that also need repair.</p> <p>If there are other defects; where appropriate these will be included in the work order sent to the repair teams.</p>   |
| <p>2.8 That consideration is given to introducing a speedy process for members who may wish to use some of</p>  | <p>There is a review of the Highways Locality Budget process being undertaken to look at options with the intention to provide a more rapid</p>   |

|  |  |
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| <p>their Highways Locality Budget (HLB) spend on getting CAT 2 items fixed. (Conclusion 4.3)</p> | <p>turnaround in providing members with estimates to enable quicker decision making and delivery in getting HLB works carried out which may include the use of District and Borough council work teams.</p>  |
| <p><b>Do you have any other comments on the report or scrutiny?</b></p>                          | <p>The Highway Service Term contract is an integral part of keeping our highways safe and operational and I appreciate the work of the Topic Group in their interest in what is a complex and important service and one which is subject to the vagaries of weather and other circumstances.</p> |

**MINUTES of the meeting of the MONITORING OF RECOMMENDATIONS TOPIC GROUP held on Tuesday 16 February at 10.00 AM**

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**ATTENDANCE**

**Members Of The Topic Group**

R H Beeching (Chairman), M Cowan (substituting for M A Watkin), M B J Mills-Bishop, L R Kercher,

**Officers**

Nicola Cahill- Democratic Services Officer  
 Marion Ingram - Operations Director Specialist Services  
 Debbie Orton - Head of Integrated Services for Learning (ISL)  
 Nicky Pace- Interim Operations Director, Safeguarding  
 Natalie Rotherham – Scrutiny Officer  
 Sarah Taylor - Programme Manager Domestic Violence and Hate Crime

**Other Members in attendance**

T W Hone

- | <b>1. MINUTES</b>  | <b>ACTION</b>        |
|--|----------------------|
| <p>The minutes of the Monitoring of Recommendations Topic Group Meeting held on 15 September 2015 were confirmed as a correct record.</p>  | <p>Nicola Cahill</p> |
| <b>2. CHILD SEXUAL EXPLOITATION TOPIC GROUP</b>  |                      |
| <p>2.1 Members were provided with an update report which outlined progress made against recommendations since the Topic Group had considered a report at its meeting in September 2015.</p>  |                      |
| <p>2.2 The Topic Group were advised that Child Sexual Exploitation had been the subject of further scrutiny as part of the Hertfordshire Safeguarding Children’s Board in October 2015.</p>  | <p>Nicky Pace</p>    |
| <p>2.3 There has been a considerable amount of activity concerning CSE with further work being undertaken in relation supporting the victim via at home interviews and a particular focus by the Police to identify the perpetrators.</p>  |                      |
| <p>2.4 In relation to recommendation1 members were advised that a comprehensive review of Sexual Exploitation and Runaway Children (SEARCH) had been completed along with an updated audit which had been used to inform the review. Members heard that a multi-agency plan had been developed alongside partners where there were</p> |                      |

particular concerns for children. The Group were pleased to learn that the effectiveness of the SEARCH would be subject to ongoing review.

- 2.5 In relation to the Police CSE Peer Review and ‘A Problem Profile for CSE’ Members heard that the CSE profile had been completed, Members were pleased to learn that thorough investigation work had not led to the identification of organised CSE groups in Hertfordshire, but noted that it had raised concerns regarding specific urban areas with regards to CSE. Members requested that an Executive Summary be provided to the Topic Group when available. Nicky Pace
- 2.6 Members were pleased to learn that the Safeguarding District Councils Representative was part of the Strategic Safeguarding Adolescents Group, and had proven a useful addition. The representative provided regular updates from District Councils on training and awareness raising. Whilst it was acknowledged that each district and borough differed in their responses, the role added value to the process.
- 2.7 In response to the news that ‘Chelsea’s Choice’ continued to be funded for all secondary schools in Hertfordshire, Members requested the number and names of schools who had yet to respond to the invitation, as well as the number of schools engaged with the campaign. Officers advised that they would continue to attempt to engage with those schools who had not taken up the offer. Nicky Pace
- 2.8 The Executive Member for Children’s Services had written to the Secretary of State for Education regarding DBS checks for freelance tutors. The group were advised that it appeared a response had not been received, the Topic Group requested that a follow-up letter be sent<sup>1</sup>. Nicky Pace

### **Conclusions**

- 2.7 The Topic Group signed off the recommendations of the Child Sexual Exploitation Topic Group subject to the following;
- Against recommendation 2.1 a copy of the action plan following the audit be made available;
  - 2.2 Executive Summary to be provided when available;
  - 2.5 Members were keen to know the number of schools that have taken up Chelsea’s Choice. They requested the number and names of schools which had not responded;
  - 2.6 members requested that the DfE be approached for a copy of the missing letter.

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<sup>1</sup> Following the meeting a response from the Department for Education was circulated to members of the Topic Group.

### **3. AUTISTIC SPECTRUM DISORDER TOPIC GROUP**

- 3.1 The Topic Group were advised as to the progress made following the Autistic Spectrum Topic Group held in December 2014, members were reminded that they had previously considered an update at their meeting in September 2015.
- 3.2 Members heard that the All Age Autism board had been established and had a membership of approximately 45. The group welcomed the success of the September 2015 public meeting attended by people on the spectrum, their parents and carers.
- 3.3 The Topic Group were advised that a national awareness raising campaign would take place in April. It was intended that Hertfordshire would utilise this as an opportunity to raise awareness locally.
- 3.4 Members received an update regarding actions on the 7 strategic objectives. The single county-wide clinical diagnostic pathway for children and young people was in draft format and under review by NICE guidance.
- 3.5 Members heard that a working group had been established to concentrate on improving education services for children with autism. Members were advised that the Local Offer had been updated to include 60 recommendations relating to autism, 9 of which had been identified as key priorities.
- 3.6 Members heard that the 0-25 complex needs programme board monitored 8 stands of activity in relation to the creation of a 0-25 service. Members were pleased to note that although the new team would be called '0-25' that the service would support individuals until they were ready for a review of their support services, at which point they would be transitioned into adult services.
- 3.7 The Topic Group noted that the OSC work programme included a scrutiny of autism in 12-18 months' time.

#### **Conclusion**

- 3.8 The Topic Group signed off all recommendations as completed.

### **4. CRIME AND DISORDER – HATE CRIME TOPIC GROUP**

- 4.1 The Topic Group considered the update provided which detailed work undertaken since the Topic Group had taken place in December 2014.
- 4.2 Members were pleased to learn that the recommendation to increase awareness of Hate Crime through publicity such as posters at bus stops, churches and community centres had taken place, noting that further publicity work would be undertaken.
- 4.3 The Topic Group were provided with an update regarding the

awareness week held in June. The week which consisted of a variety of activities such as a well- attended conference, stands at a number of venues, school assemblies and coordinated social media and press releases. National hate Crime Awareness Week had taken place during October 2015; the County Community Safety Unit (CCSU) intended to continue to engage with the initiative.

In response to the recommendation to create a county-wide strategy and policy for tackling Hate Crime, it was noted that the CCSU were working with colleagues from the equalities department and partners to produce a strategy and policy framework. An early draft strategy document had been produced which awaited the outcome of the victims' research project underway by the University of Leicester on behalf of the Police and Crime Commissioner's Office which was as anticipated to further enrich the strategy.

### **Conclusion**

4.4 The Topic Group welcomed the progress made against each of the recommendations and signed them off as completed subject to the following:

- Against recommendation 2.2 Members requested a copy of the strategy when available;
- requested the outcomes of the review outlined at recommendation 2.3 be circulated;
- that a letter raising concerns regarding the proposed transformation of the CCSU be sent to the Executive Member highlighting the importance of Hertfordshire County Council retaining focus upon hate crime within any proposed new structural arrangements.

## **5. OVERVIEW DATABASE**

### **Conclusion**

5.1 The overview database was noted.

## **6. WORK PROGRAMME**

6.1 Members requested that relevant Topic Group Chairmen and Executive Members be contacted prior to each future meeting.

6.2

The work programme was agreed for the April 2015 meeting as follows:

Public Health Integration Topic Group  
 School Repairs and Capital Projects Topic Group  
 OSC Traffic Regulation Order Topic Group  
 Ringway Topic Group  
 Property Asset Management Topic Group  
 Herts Welfare Assistance Topic Group

Natalie  
 Rotherham/  
 Nicola Cahill  
 to note

**7. DATES OF FUTURE MEETINGS**

21 April 2016 at 10.00 am – Mimram Room  
7 July 2016 at 10.00 am – Mimram Room

Dates of future meetings would be set following the agreement of the programme of meetings by full Council in March.

**KATHRYN PETTITT  
CHIEF LEGAL OFFICER**





| Topic Group   | Chairman                | Lead Officer               | Date final report published | Date Exec Mbr Response Due | Exec Mrb response received? | Date to Monitoring of Recs TG | Monitoring of Recs Signed Off? | If No - date to come back?  | Monitoring of Recs Signed Off? | If No - date to come back? | Date Scrutiny process completed | Comment |
|---|-------------------------|----------------------------|-----------------------------|----------------------------|-----------------------------|-------------------------------|--------------------------------|---|--------------------------------|----------------------------|---------------------------------|---------|
| <a href="#">Thriving Families</a>                             | Sharon Taylor (Lab)     | Jackie Clementson          | <a href="#">18/06/2014</a>  | Aug-14                     | Yes                         | Jun-15                        | Yes                            |   |                                |                            |                                 |         |
| <a href="#">Whistleblowing/ Anti Fraud</a>                    | Malcolm Cowan (Lib Dem) | Simon Banks                | <a href="#">18/09/2014</a>  | Dec-14                     | Yes                         | Jun-15                        | Yes                            |   |                                |                            |                                 |         |
| <a href="#">Autistic Spectrum Topic Group</a>                 | R Beeching (Cons)       | Marion Ingram              | <a href="#">04/12/2015</a>  | Mar-15                     | Yes                         | Jun-15                        | Yes                            |   |                                |                            |                                 |         |
| <a href="#">Highways Liaison Meetings</a>                     | R Prowse (Lib Dem)      | Richard Jones              | <a href="#">02/12/2015</a>  | Mar-15                     | Yes                         | Jun-15                        | Yes                            |   |                                |                            |                                 |         |
| <a href="#">Crime and Disorder (Hate Crime)</a>               | Ann Joynes (Labour)     | Gary Ray                   | <a href="#">26/01/2015</a>  | Mar-15                     | Yes                         | Jun-15                        | Yes                            | Subject to circulation of strategy, outcomes of review and letter of CCSU |                                |                            |                                 |         |
| <a href="#">Hertfordshire Safeguarding Adults Topic Group</a> | Roger Beeching (Cons)   | Sue Darker                 | <a href="#">11/02/2015</a>  | Apr-15                     | Yes                         | Sep-15                        | Yes                            |   |                                |                            |                                 |         |
| <a href="#">Child Sexual Exploitation Topic Group</a>         | Roger Beeching (Cons)   | Nicky Pace                 | <a href="#">24/03/2015</a>  | Jun-15                     | Yes                         | Sep-15                        | Yes                            | Subject to updates  |                                |                            |                                 |         |
| <a href="#">Public Health Integration</a>                     | Seamus Quilty (Cons)    | Jim McManus                | <a href="#">12/04/2015</a>  | Jul-15                     | Yes                         | Apr-16                        |                                |   |                                |                            |                                 |         |
| <a href="#">Herts Welfare Assistance Topic Group</a>          | Tim Hutchings (Cons)    | Gary Vaux                  | 28/05/2015                  | Aug-15                     | Yes                         | Apr-16                        |                                |   |                                |                            |                                 |         |
| <a href="#">School Repairs &amp; Capital Projects</a>         | Terry Hone (Cons)       | Simon Newland/Trevor Mose  | <a href="#">06/07/2015</a>  | Sep-15                     | Yes                         | Apr-16                        |                                |   |                                |                            |                                 |         |
| <a href="#">OSC TRO scrutiny</a>                              | Terry Hone (Cons)       | Richard Stacey             | 16/07/2015                  | Oct-15                     | Yes                         | Apr-16                        |                                |   |                                |                            |                                 |         |
| <a href="#">Ringway</a>                                       | Malcolm Cowan (Lib Dem) | Steve Johnson              |                             |                            | Yes                         | Apr-16                        |                                |   |                                |                            |                                 |         |
| <a href="#">Property Asset Management</a>                     | Leon Reeve (Labour)     | Angela Bucksey/ Mike Evans | 13/11/2015                  | Feb-16                     | Yes                         | Apr-15                        |                                |   |                                |                            |                                 |         |
| CQC Topic Group   | Seamus Quilty (Cons)    | WHHT Rep                   |                             |                            |                             | N/A                           |                                |   |                                |                            |                                 |         |
| <a href="#">Care Pathways</a>                                 | Chris White (Lib Dem)   | Jamie Sutterby             | <a href="#">14/01/2016</a>  | Apr-16                     | Yes                         | Jun-15                        |                                |   |                                |                            |                                 |         |

**Appendix  
4**

**HERTFORDSHIRE COUNTY COUNCIL**

**OVERVIEW AND SCRUTINY COMMITTEE  
WEDNESDAY, 20 APRIL 2016 AT 10.00AM**

**SCRUTINY WORK PROGRAMME 2016 – 2017**

Agenda Item No.

**3**

Report of the Head of Scrutiny

Author: Michelle Diprose, Democratic Services Officer (Tel: 01992 555566)

**1. Purpose of report**

- 1.1 To provide the Committee with an updated scrutiny work programme for the period 2016 – 2017.

**2. Summary**

The Scrutiny Work Programme

- 2.1 A combined work programme for both Health and Overview and Scrutiny Committees, for the period 2016 – 2017, is attached as Appendix 1 to this report.
- 2.2 A draft scoping document for the Hertfordshire Safeguarding Adults Board, to be held on the 13 June 2016 is attached as Appendix 2 to this report

Scrutiny Requests

- 2.3 Two scrutiny requests have been received since the Committee's last meeting (all arising from the Committees Scrutiny of the Integrated Plan Proposals in January and February 2016):

1. Household Waste Recycling Centres

To review Hertfordshire's Household Waste and Recycling Centres (HWRCs) and commercial waste facilities to ensure greater compatibility and cooperation between the public and private facilities; and to prevent the unauthorised use of the HWRCs for disposal of commercial waste clarifying the cost to the Authority.

2. Community Protection Directorate Preventative Work With Other Services

To review the Community Protection directorate's preventative work to other services (for example, Public Health) by reviewing the costs, effects and benefits to other services and the predicted wider cost.

- 2.4 The Committee is invited to consider whether to agree to add the above scrutiny requests to its work programme.

### **3. Recommendations**

- 3.1
1. That the Scrutiny Work Programme 2016 – 2017, attached as Appendix 1 to the report, be approved.
  2. That the outline scoping document, attached as Appendix 2 to the report, be noted
  3. The Committee is asked to agree whether to accept the scrutiny requests set out at paragraph 2.3 above.

### **4 Financial Implications**

- 4.1 There are no financial implications arising from this report.

#### *Background Information*

Minutes of the Committees meeting 27 January and 3 February 2016.

[Amendments, **new entries & OSC and HSC Meetings** are shown in **bold**]

*The Overview and Scrutiny Committee and the Health Scrutiny Committee have responsibility for scrutinising all aspects of County Council and Health Services*

| Topic   | HSC/<br>OSC | Type                      | Date(s)              | Scrutiny<br>Lead<br>Officer | DSO<br>Support       | Service<br>Lead<br>Officer     | Chairman                     | Member-<br>ship   | Executive<br>Member                             |
|---|-------------|---------------------------|----------------------|-----------------------------|----------------------|--------------------------------|------------------------------|---|---|
| Care Quality Commission (WHHT)<br><b>COMPLETE</b>   | HSC         | ½ day                     | 15 Feb 2016          | Charles Weir                | Fiona Corcoran       |                                | <b>Seamus Quilty</b>         |   |   |
| The new school funding arrangements and the impact of Academies / Attainment: <b>To include reference to HfL</b><br><b>COMPLETE</b>   | OSC         | <b>Lunch-time Seminar</b> | <b>24 Feb 2016</b>   | <b>Tom Hawkyard</b>         | Michelle Diprose     | Simon Newland / Andrew Simmons | Terry Hone (Chairman of OSC) |   | David Williams (Enterprise, Education & Skills) |
| <b>HSC MEETING</b><br><b>BUDGET Scrutiny Café</b><br><b>COMPLETE</b>  | HSC         | 1 day                     | 17 March 2016        | Charles Weir                | Fiona Corcoran       |                                | Seamus Quilty                |   |   |
| Flooding Seminar: Will touch on gully cleaning to inform focus proposed for flooding and gully cleaning scrutinies<br><b>COMPLETE</b>   | OSC         | Lunch-time Seminar        | 24 March 2016        | <b>Tom Hawkyard</b>         | Michelle Diprose     | Simon Aries                    | Terry Hone (Chairman of OSC) |   | Terry Douris (Highways)                         |
| <b>HSC MEETING</b><br><b>BUDGET Café day 2</b><br><b>COMPLETE</b>   | HSC         | 1 day                     | <b>31 March 2016</b> | Charles Weir                | Fiona Corcoran       |                                | Seamus Quilty                |   |   |
| <b>OSC MEETING</b>  | OSC         | 1 day                     | 20 April 2016        | <b>Natalie Rotherham</b>    | Michelle Diprose     |                                | Terry Hone                   |   |   |
| Effectiveness of the 'Herts Care Standard (HCS)<br>To review a series of quality standards set throughout the County gathered by commissioners and form a series of measurements used to monitor providers. | OSC         | 1 day                     | <b>25 April 2016</b> | Tom Hawkyard                | <b>Theresa Baker</b> | Frances Heathcote              | <b>Ron Tindall</b>           | W Wyatt-Lowe (c),<br>Roger Beeching(c)<br>Leon Reeve (lab)<br><b>(S Quilty (c))</b> | Colette Wyatt-Lowe (Adult Care & Health)        |

## HCC JOINT OSC AND HSC SCRUTINY WORK PROGRAMME 2015- 2017: Updated: 23 March 2016

| Topic   | HSC/ OSC   | Type                      | Date(s)             | Scrutiny Lead Officer    | DSO Support             | Service Lead Officer         | Chairman                            | Member-Ship                     | Executive Member                                   |
|---|------------|---------------------------|---------------------|--------------------------|-------------------------|------------------------------|-------------------------------------|---------------------------------|--|
| Care Quality Commission (WHHT)  | HSC        | ½ day                     | April 2016          | Charles Weir             | Fiona Corcoran          |                              | <b>Seamus Quilty</b>                |                                 |  |
| To examine the County Council's approach to gully-cleaning and to identify ways of making it more flexible also to examine as to whether the Council has procedures in place to prevent and deal with flooding and flood protection, supported by adequate resources. | OSC        | TBC                       | <b>2016</b>         | <b>Charles Weir</b>      | TBC                     | TBC                          | TBC                                 |                                 |  |
| Herts for Learning (HfL) – to review its progress against its original objectives since it was established; also to include the role and impact of the governance team<br><i>Note: whole Committee Scrutiny</i>   | OSC        | TBC                       | <b>2016</b>         | <b>Natalie Rotherham</b> | TBC                     | Andrews Simmons<br>Jan Paine | Terry Hone                          |                                 | David Williams (Enterprise, Education & Skills)    |
| To examine the effectiveness of Public Health Services in the community   | OSC        | TBC                       | 2016                | <b>TBC</b>               | TBC                     | Jim McManus                  | TBC                                 |                                 |  |
| <b>Shared Anti-Fraud Services</b>   | <b>OSC</b> | <b>Lunch-time seminar</b> | <b>10 May 2016</b>  | <b>Natalie Rotherham</b> | <b>Michelle Diprose</b> | <b>Nick Jennings</b>         | <b>Terry Hone (Chairman of OSC)</b> |                                 | <b>Chris Hayward (Resources &amp; Performance)</b> |
| <b>HSC MEETING</b>  | HSC        | 1 day                     | 19 May 2016         | Charles Weir             | Fiona Corcoran          |                              | Seamus Quilty                       |                                 |  |
| Care Quality Commission (WHHT)  | HSC        | ½ day                     | June 2016           | Charles Weir             | Fiona Corcoran          |                              | <b>Seamus Quilty</b>                |                                 |  |
| <b>OSC MEETING</b>  | OSC        | 1 day                     | 15 June 2016        | <b>Natalie Rotherham</b> | Michelle Diprose        |                              | Terry Hone                          |                                 |  |
| Hertfordshire Safeguarding Adults Board   | OSC        | TBC                       | <b>13 June 2016</b> | Charles Weir             | Nicola Gabill           | Sue Darker                   | Roger Beeching                      | Graham McAndrew (c) vacancy (c) | Colette Wyatt-Lowe (Adult                          |

## HCC JOINT OSC AND HSC SCRUTINY WORK PROGRAMME 2015- 2017: Updated: 23 March 2016

| Topic   | HSC/<br>OSC | Type         | Date(s)             | Scrutiny<br>Lead<br>Officer | DSO<br>Support | Service<br>Lead<br>Officer | Chairman             | Member-<br>Ship                                      | Executive<br>Member                                      |
|---|-------------|--------------|---------------------|-----------------------------|----------------|----------------------------|----------------------|--|--|
|   |             |              |                     |                             |                |                            |                      | Ron Tindall (lib dem)<br><b>Amanda King</b><br>(lab) | Care & Health)   |
| <b>HSC MEETING</b>  | HSC         | 1 day        | 12 July 2016        | Charles Weir                | Fiona Corcoran |                            | Seamus Quilty        |  |  |
| Supported Discharge   | HSC         | 1 day        | Summer 2016         | <b>Natalie Rotherham</b>    | TBC            |                            | TBC                  |  |  |
| Care Quality Commission (WHHT)  | HSC         | ½ day        | Aug 2016            | Charles Weir                | Fiona Corcoran |                            | <b>Seamus Quilty</b> |  |  |
| Herts Waste Partnership & Recycling Review<br>To review how well the Partnership is working and future improvements To include how the 11 Hertfordshire local authorities combine their waste related work. | OSC         | 1 day        | <b>Autumn 2016</b>  | <b>Natalie Rotherham</b>    | TBC            | TBC                        | TBC                  |  | Richard Thake<br>(Community Safety & Waste Management)   |
| Public transport issues specifically the impact of public use on the arrangements for disabled users and also train operations  | OSC         | TBC          | <b>Autumn 2016</b>  | <b>Charles Weir</b>         | TBC            | TBC                        | TBC                  |  |  |
| <b>Hertfordshire Safeguarding Children's Board</b>  | <b>OSC</b>  | <b>1 day</b> | <b>October 2016</b> | <b>Natalie Rotherham</b>    | <b>TBC</b>     |                            | <b>TBC</b>           |  | <b>Richard Roberts<br/>(Children's Services)</b>         |
| Care Quality Commission (WHHT)  | HSC         | ½ day        | Oct 2016            | Charles Weir                | Fiona Corcoran |                            | TBC                  |  |  |
| Library Services Review<br>To examine new changes to library services (to be undertaken one year after their implementation)  | OSC         | 1 day        | Nov / Dec 2016      | <b>Charles Weir</b>         | TBC            | Andrew Bignell             | TBC                  |  | Teresa Heritage<br>(Public Health, Localism & Libraries) |

## HCC JOINT OSC AND HSC SCRUTINY WORK PROGRAMME 2015- 2017: Updated: 23 March 2016

| Topic   | HSC/ OSC | Type  | Date(s)            | Scrutiny Lead Officer    | DSO Support    | Service Lead Officer             | Chairman | Member-Ship | Executive Member   |
|---|----------|-------|--------------------|--------------------------|----------------|----------------------------------|----------|-------------|--|
| Crime & Disorder 2016   | OSC      | TBC   | Autumn 2016        | <b>Natalie Rotherham</b> | TBC            | <b>Nick Smith (HFRS)</b>         | TBC      |             | Colette Wyatt-Lowe (Adult Care & Health)<br>Richard Roberts (Children's Services)<br>Richard Thake (Community Safety & Waste Management) |
| Care Quality Commission (WHHT)  | HSC      | ½ day | Dec 2016           | Charles Weir             | Fiona Corcoran |                                  | TBC      |             |  |
| Children's Centres – follow up scrutiny to review how the new contract is working. To include the effectiveness of the new contract and whether it is improving long term outcomes for early years. Also to include the effect on the provision of the Home Visiting Service caused by the change in policy.  | OSC      | TBC   | <b>Spring 2017</b> | <b>Natalie Rotherham</b> | TBC            | <b>Sally Orr / Simon Newland</b> | TBC      |             | Richard Roberts (Children's Services)  |
| Special Educational Needs – follow up scrutiny to review progress made on the 'journey' implementing the new legislation.<br><br>To examine disputes with parents over the education of children with SEN, specifically the school they should attend.<br><ul style="list-style-type: none"> <li>To examine the processes used by HCC to resolve</li> </ul> | OSC      | TBC   | 2017               | TBC                      | TBC            | TBC                              | TBC      |             | David Williams (Enterprise, Education & Skills)  |



## HCC JOINT OSC AND HSC SCRUTINY WORK PROGRAMME 2015- 2017: Updated: 23 March 2016

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|---|----------|------|-------------|-----------------------|-------------|-----------------------|----------|-------------|---|
| <p>disputes with parents of SEN when identifying a school that will best meet their child's needs.</p> <ul style="list-style-type: none"> <li>To include on outcomes and how the Council takes into account the voice of SEN and disabled children and young people; and progress made in reducing the number of out of county placements.</li> </ul> <p>To include understanding at what stage in the process HCC Legal unit gets involved in such disputes.</p> |          |      |             |                       |             |                       |          |             |   |
| Crime & Disorder 2017 Domestic Abuse  | OSC      | TBC  | Autumn 2017 | <b>Charles Weir</b>   | TBC         | Julie Chaudary (HFRS) | TBC      |             | <p>Colette Wyatt-Lowe (Adult Care &amp; Health)</p> <p>Richard Roberts (Children's Services)</p> <p>Richard Thake (Community Safety &amp; Waste Management)</p> |

## HCC JOINT OSC AND HSC SCRUTINY WORK PROGRAMME 2015- 2017: Updated: 23 March 2016

| Topic   | HSC/<br>OSC | Type   | Date(s) | Scrutiny<br>Lead<br>Officer  | DSO<br>Support | Service<br>Lead<br>Officer | Chairman | Member-<br>Ship | Executive<br>Member   |
|---|-------------|--------|---------|------------------------------|----------------|----------------------------|----------|-----------------|---|
| Stroke and Vascular Services<br>(As agreed by HSC on 24 April<br>2014)  | HSC         | TBC    | TBC     | TBC                          | TBC            | TBC                        | TBC      |                 | Colette Wyatt-<br>Lowe<br>(Adult Care &<br>Health)  |
| Effectiveness of SERCO<br>contracts   | OSC         | TBC    | TBC     | TBC                          | TBC            | TBC                        | TBC      |                 | Chris Hayward<br>(Resources &<br>Transformation)  |
| The County's changing<br>demographics<br>A series of scrutinies on a dept<br>by dept basis (starting with<br>Health & Community Services) to<br>look at changing demographics<br>and their impact on Council<br>services and funding for those<br>services).<br><br><i>IPP Scrutiny to examine activity<br/>by departments in relation to<br/>demographic pressures; review<br/>scrutiny of demographics<br/>thereafter</i> | OSC         | 2 days | TBC     | <b>Natalie<br/>Rotherham</b> | TBC            | TBC                        | TBC      |                 | Richard Roberts<br>(Children's<br>Services)<br><br>Colette Wyatt-<br>Lowe<br>(Adult Care &<br>Health) |
| Secondary school place planning<br>Looking admissions procedures,<br>influence over academies and<br>free schools, costs of bussing<br>children who can't get into their<br>local schools. To include its<br>robustness e.g. whether new<br>schools are coming on stream at<br>the right time and of the right size   | OSC         | TBC    | TBC     | TBC                          | TBC            | Simon<br>Newland           | TBC      |                 |   |

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|---|-------------|------|--------------|-----------------------------|----------------|----------------------------|----------|-----------------|---------------------|
| Primary school place planning<br>Looking admissions procedures, influence over academies and free schools, costs of bussing children who can't get into their local schools. To include its robustness e.g. whether new schools are coming on stream at the right time and of the right size. | OSC         | TBC  | TBC          | TBC                         | TBC            | Simon Newland              | TBC      |                 |                     |
| To evaluate the effectiveness of the new Council website (18 months after implementation).  | OSC         | TBC  | TBC          | TBC                         | TBC            | TBC                        | TBC      |                 |                     |
| To scrutinise Hertfordshire Fire & Rescue Service future cost-savings and the impact on service delivery as a result of any re-organisation and changes to terms and conditions of employment.  | OSC         | TBC  | TBC          | TBC                         | TBC            | TBC                        | TBC      |                 |                     |
| Dentistry   | HSC         | TBC  | Charles Weir | TBC                         | TBC            | TBC                        | TBC      |                 |                     |
| Opticians   | HSC         | TBC  | Charles Weir | TBC                         | TBC            | TBC                        | TBC      |                 |                     |

## HCC JOINT OSC AND HSC SCRUTINY WORK PROGRAMME 2015- 2017: Updated: 23 March 2016

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|-------|----------|------|---------|-----------------------|-------------|----------------------|----------|-------------|------------------|
|-------|----------|------|---------|-----------------------|-------------|----------------------|----------|-------------|------------------|

|  |       |                          |                      |                          |              |     |                |  |                       |
|--|-------|--------------------------|----------------------|--------------------------|--------------|-----|----------------|--|-----------------------|
| Monitoring of Recommendations Topic Group<br>Reviewing the implementation of both OSC and HSC topic group recommendations. | Joint | Meets every 2 - 3 months | <b>21 April 2016</b> | <b>Natalie Rotherham</b> | Nikki Cahill | N/A | Roger Beeching |  | All Executive Members |
|--|-------|--------------------------|----------------------|--------------------------|--------------|-----|----------------|--|-----------------------|

### MEMBER SEMINARS

|   |                  |  |                    |                          |                         |                                |                                     |  |  |
|---|------------------|--|--------------------|--------------------------|-------------------------|--------------------------------|-------------------------------------|--|--|
| The new school funding arrangements and the impact of Academies / Attainment: <b>To include reference to HfL COMPLETE</b>   | OSC              |  | <b>24 Feb 2016</b> | TBC                      | Michelle Diprose        | Simon Newland / Andrew Simmons | Terry Hone (Chairman of OSC)        |  | David Williams (Enterprise, Education & Skills)    |
| <b>Flooding Seminar:: Responsibilities of the County Council re flooding. Will touch on gully cleaning to inform focus proposed for flooding and gully cleaning scrutinies COMPLETE</b> | OSC              |  | 24 March 2016      | Tom Hawkyard             | Michelle Diprose        | Simon Aries                    | Terry Hone (Chairman of OSC)        |  | Terry Douris (Highways)                            |
| <b>Shared Anti-Fraud Services</b>   | <b>OSC</b>       |  | <b>10 May 2016</b> | <b>Natalie Rotherham</b> | <b>Michelle Diprose</b> | <b>Nick Jennings</b>           | <b>Terry Hone (Chairman of OSC)</b> |  | <b>Chris Hayward (Resources &amp; Performance)</b> |
| The Better Care Fund  | Joint (HSC lead) |  | <b>JUNE</b>        | Charles Weir             | Fiona Corcoran          | TBC                            | Seamus Quilty (Chairman of HSC)     |  | Colette Wyatt-Lowe (Adult Care & Health)           |
| The role & remit of the Specialist Commissioning Group (SCG)  | HSC              |  | 2016               | <b>Charles Weir</b>      | Fiona Corcoran          | Ruth Derrett                   | Seamus Quilty (Chairman of HSC)     |  | Colette Wyatt-Lowe (Adult Care & Health)           |
| Rural Estates Seminar   | OSC              |  | 2016               | TBC                      | Michelle                | Angela                         | Terry Hone                          |  | Chris Hayward                                      |

## HCC JOINT OSC AND HSC SCRUTINY WORK PROGRAMME 2015- 2017: Updated: 23 March 2016

| Topic | HSC/ OSC | Type | Date(s) | Scrutiny Lead Officer | DSO Support | Service Lead Officer | Chairman | Member-Ship | Executive Member |
|-------|----------|------|---------|-----------------------|-------------|----------------------|----------|-------------|------------------|
|-------|----------|------|---------|-----------------------|-------------|----------------------|----------|-------------|------------------|

|                                    |            |  |                    |                          |                         |            |                                     |  |  |
|------------------------------------|------------|--|--------------------|--------------------------|-------------------------|------------|-------------------------------------|--|--|
|                                    |            |  |                    |                          | Diprose                 | Bucksey    | (Chairman of OSC)                   |  | (Resources & Performance)                          |
| <b>Members Information Service</b> | <b>OSC</b> |  | <b>Autumn 2016</b> | <b>Natalie Rotherham</b> | <b>Michelle Diprose</b> | <b>TBC</b> | <b>Terry Hone (Chairman of OSC)</b> |  | <b>Chris Hayward (Resources &amp; Performance)</b> |

### OSC BRIEFING PAPERS

### HSC MEMBER SITE VISITS

|   |     |  |     |              |                |                 |  |                                  |  |
|---|-----|--|-----|--------------|----------------|-----------------|--|----------------------------------|--|
| HPFT Waverley road (Overview of HPFT developments and team reconfiguration, SPA, clinical teams). | HSC |  | TBC | Charles Weir | Fiona Corcoran | Barbara Suggett |  | Seamus Quilty<br>Chairman of HSC |  |
|---|-----|--|-----|--------------|----------------|-----------------|--|----------------------------------|--|

### HSC THEMES

| DATE | THEME | NOTES |
|------|-------|-------|
|      |       |       |
|      |       |       |
|      |       |       |
|      |       |       |

**OBJECTIVE:**

To scrutinise the progress and performance of the Hertfordshire Safeguarding Adults Board (HSAB) in 2015/16

**QUESTIONS TO BE ADDRESSED:**

Are Members confident that the HSAB is fulfilling the requirements of the Care Act?

**OUTCOME:**

For Members to understand the work of the HSAB, be confident that the statutory guidance is being met and that the HSAB is providing an effective challenge to safeguarding practice in Hertfordshire.

**CONSTRAINTS:**

The scrutiny will not include a review of the progress or performance of individual agencies such as CCGs or public health, nor will it consider individual cases.

**EVIDENCE & WITNESSES:**

|                               |  |
|-------------------------------|--|
| Sue Darker HCS                | Elizabeth Hanlon Independent Chair HSAB                                |
| Bill Jephson Herts Police     | Diane Curbishley Herts Valleys CCG                                     |
| Santokh Dulai HPFT            | Tracey Cooper Head of Adult Safeguarding E&NH and Herts Valleys CCG's. |
| Sheilagh Reavey E&N Herts CCG | Oliver Shanley HPFT  |
|                               |  |

**METHOD:** 1 day topic group

**DATE:** 13<sup>th</sup> June 2016

**MEMBERSHIP:** Roger Beeching (Chairman), Graham McAndrew, Vacancy, Ron Tindall, Amanda King

**SUPPORT:**

**Scrutiny Officer:** Charles Weir, Scrutiny Officer

**Lead Officers:** Sue Darker

**Democratic Services Officer:** Nicola Cahill

**HCC Priorities for Action: how this item helps deliver the Priorities**

1. Opportunity to get the best out of life
2. Opportunity to share in Hertfordshire's strong economy
3. Opportunity to be healthy and stay safe
4. Opportunity to take part

**CfPS ACCOUNTABILITY OBJECTIVES:**

1. Transparent – opening up data, information and governance
2. Inclusive – listening, understanding and changing
3. Accountable – demonstrating credibility

**SCRUTINY REMIT: Hertfordshire Safeguarding Adults Board**