

# Minutes



To: All Members of the Overview & Scrutiny Committee, Chief Executive, Chief Officers, All officers named for 'actions'

From: Legal, Democratic & Statutory Services  
Ask for: Michelle Diprose  
Ext: 25566

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## OVERVIEW AND SCRUTINY COMMITTEE WEDNESDAY, 21 JUNE 2017

### ATTENDANCE

### MEMBERS OF THE COMMITTEE

D Andrews (Chairman), J Bennett Lovell (Vice –Chairman), F Button, H K Crofton, R C Deering, K M Hastrick (Vice-Chairman), J S Kaye, N A Quinton

\*PARENT GOVERNOR / CHURCH REPRESENTATIVES (VOTING)

\*J Cameron, \*A Charlwood

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

Upon consideration of the agenda for the Overview & Scrutiny Committee meeting on Wednesday, 21 June 2017 as circulated, copy annexed, conclusions were reached and are recorded below.

*Note: No conflicts of interest were declared by any member of the Committee in relation to the matters on which conclusions were reached at this meeting.*

### PART I ('OPEN') BUSINESS

#### 1. MINUTES [SC.8]

The Minutes of the meeting of the Committee held on Tuesday, 28 March 2017 were confirmed as a correct record and signed by the Chairman.

#### 2. INDUCTION TO OVERVIEW & SCRUTINY

[Officer contact: Natalie Rotherham, Scrutiny Officer (01992 588485)]

- 2.1 The Committee received a comprehensive induction to the Overview and Scrutiny Committee process explaining the role of scrutiny and how it was undertaken at Hertfordshire County Council. Members were briefed on the purpose of Overview & Scrutiny and the expectations of them as Members as part of the Committee and their

### ACTION

input to making the scrutiny process effective.

- 2.2 Members were issued with a scrutiny handbook which gave them practical guidance to aid their scrutiny role.
- 2.3 Members were also issued with draft documents are used throughout the scrutiny process.
- 2.4 The Committee were reminded that their role was to look at strategic issues affecting the whole of Hertfordshire and not their own local issues as District Councillors.
- 2.5 Throughout discussion the scrutiny officer answered questions from Members in relation to the scrutiny process.

**Conclusion**

- 2.6 Members noted the Members Handbook and supporting documentation and the advice and guidance the induction provided.

**3. SCRUTINY RECOMMENDATIONS: UPDATE**

[Officer contact: Natalie Rotherham, Scrutiny Officer (01992 588485)]

- 3.1 The Committee received a report providing the recommendations from the Disability Support for Bus Users Topic Group and the Inspiring Libraries Strategy Topic Group.
- 3.2 Members noted that the Executive Member responses to the Children Looked After, Disability Support for Bus Users and Inspiring Libraries had been received.

**Conclusion**

- 3.3
  - 1. The Committee noted the recommendations set out in Appendices 1(a) and 1(b) to the report.
  - 2. The Committee noted the Executive Member responses to scrutiny recommendations set out in Appendix 2(a), 2(b) and 2(c) to the report, and agreed that the Monitoring of Recommendations Topic Group be requested to consider action taken on these in due course.

Natalie Rotherham to note

**4. JOINT SCRUTINY WORK PROGRAMME REVIEW 2017 – 2018**

[Officer contact: Natalie Rotherham, Scrutiny Officer (01992 588485)]

- 4.1 The new Committee acknowledged the scrutinies that had remained

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on the current work programme by the previous Committee. The aim was to enable the new committee to discuss the work programme and ensure the outstanding items which remained from the previous work programme still reflected the new Committee's focus. To assist the new Committee in setting the work programme the scrutiny officer was tasked by the outgoing Committee to meet with chief officers before this meeting convened to seek direction as to whether some scrutinies were still relevant. .

4.2 The Committee agreed that the following actions to the scrutinies that remained on the programme would be as follows:

1. Herts for Learning – remove from work programme
2. Children's Centres – defer the scheduled scrutiny due to a procurement process that will commence shortly
3. Special Educational Needs (SEN) – to combine with other SEN and learning difficulties (LD) items to undertake a 0-25 Services scrutiny
4. Crime & Disorder Annual Scrutiny 2017: Domestic Abuse to take place Autumn 2017
5. Hertfordshire Safeguarding Adults Board Annual Scrutiny. Scheduled for 12 October 2017
6. Hertfordshire Safeguarding Children Board Annual Scrutiny. Scheduled for 9 October 2017
7. To scrutinise Community Protection's preventative work with Public Health, establishing the effects and benefits. Scrutiny scheduled for Autumn 2017
8. To evaluate the effectiveness of the new Council website (18 months after implementation) - remove from work programme
9. Children and Adolescent Mental Health Transformation Board (CAMHS). Commissioned by Health Scrutiny Committee and scrutiny scheduled for Autumn 2017
10. Effectiveness of SERCO contracts – remove from work programme
11. Delayed Transfer of Care - Commissioned by Health Scrutiny Committee and scrutiny scheduled for 2017/18
12. Secondary and primary school place planning – following discussions with the Director of Children's Services it was agreed that there were no issues relating to this item and it was removed from the work programme Members were invited to speak directly to the Director of Children's Services if they had local issues.
13. To review Hertfordshire's Household Waste and Recycling Centre (HWRC's) and commercial waste facilities to ensure greater compatibility and cooperation between the public and private facilities: and to prevent the unauthorised use of the HWRC's for disposal of commercial waste clarifying the cost to the Authority – Requested a Bulletin to outline issues.
14. Review of the implementation of the Care Act via one of the following themes. Carers, advocacy or prevention. – To

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remain on the work programme with a scrutiny focus on the prevention theme.

4.3 The Committee agreed that the following actions for the scrutinies suggested by the Integrated Plan Scrutiny to be added to the work programme would be as follows

1. To undertake a review of the provision of day services – Members agreed that clarification was needed on what would be scrutinised
2. To review whether the nine Delivering Special Provision Locally Areas (DSPLA) were performing consistently across the county – this will be addressed as part of the 0-25 Services scrutiny
3. To review of the effectiveness of the Herts Infrastructure and Planning Partnership (HIPP). Widen to include Community Infrastructure Levy (CIL): To establish how well the two tiers of planning authorities work together specifically regarding HIPP and CIL – to be added to the work programme
4. To review the Intelligent Transport Solutions (ITS) project to determine its success or otherwise – to remove from the work programme
5. To review how well HCC and districts work together to address the issue of damage from individual drivers and organisations causing a hazard, or damage to verges and footways in accordance with the Highways Act 1980” – to be added to the work programme for scrutiny during 2018/19

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4.4 The Committee noted the motions referred by County Council on 21 March 2017 requesting that motions 16A, 16B and 16C were passed to the Overview & Scrutiny Committee for consideration as to whether the motions should be added to its work programme. The Committee agreed the following actions for the Motions as follows:

1. “This Council requests the Highways Cabinet Panel to review the current Highways contracts to ensure they are fit for purpose and to identify changes to improve the performance of the said contractors.” (Motion 16A) – to be added to the work programme for scrutiny Autumn 2018. Reports on this matter are to be discussed at the Highways Panel in June and November. These are to be forwarded to members of the committee.
2. “This Council requests the Highways Cabinet Panel to review the outcome of the changes to the fault reporting system and responses brought in last year that has elongated the time for repairing faults and to consider what effect these changes have had on service delivery, complaints and performance.” (Motion

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16B) – this was not added to the work programme. Members would receive the Highways Cabinet Panel report.

3. “Whilst noting that the Enhanced Maintenance Programme brought for the current financial year was to also undertake a one-off clearance of gullies Council notes that many are still outstanding and thus requests that the Highways Cabinet panel undertakes a review of this process that has meant an 18 month cycle of gully cleaning and also to review if this is cost effective or adequate. As part of the review the Highways Cabinet Panel should review the inability of reported faults being shown on the fault reporting system.” (Motion 16C) - Members requested a Bulletin This was not added to the work programme. Members requested a written Bulletin.

4.5 The Committee discussed and agreed that the following actions for the topics identified by chief officers for the work programme would be as follows:

1. Attainment Gap & Disadvantaged Pupils: Children’s Services – to be added to the work programme
2. Sustainability & Transformation Plan (STP) to be commissioned by the Health Scrutiny Committee (HSC)
3. A review of commissioning and joint commissioning by Children’s Services and Health & Community Services to assess how effectively the commissioning teams assess needs, demography and plan for future services – not to be added to the work programme
4. Potential move of Fire & Rescue to the Police & Crime Commissioner. “To consider the impact on Hertfordshire County Council and Hertfordshire of the move by Fire & Rescue to the Police & Crime Commissioner (PCC) considering budget implications, service delivery and partnership working” – The Committee requested a copy of panel report
5. Health & Community Services workforce strategy (carer workers etc.) – Committee requested a Bulletin
6. Adult mental health – how well performing and value for money are adult social care mental health services in Hertfordshire – The Committee requested a Bulletin
7. Local Enterprise Partnership (LEP): an analysis of the wider economic environment that LEP and other agencies (including HCC) are working in. To be preceded by a lunchtime seminar for members outlining the work of the LEP Scrutiny May 2018 – Lunchtime Seminar prior to scrutiny of May 2018. Added to the work programme
8. The Director of Adult Care Services has asked OSC to consider a pre Care Quality Commission (CQC) inspection review of HCS performance – not to be added to the work programme

- 4.6 The Committee requested information bulletins for the following:
- The Hertfordshire Care Quality Standard – expectations on quality
  - Information and advice provision for social care self-funders in Hertfordshire, including in hospitals. This to be widened to an overview of adult social services including assessments, eligibility criteria, charging, services and reviews.

- 4.7 The Committee agreed the following lunchtime seminars:
- An overview of the two safeguarding boards to clarify members responsibilities and the role and purpose of the annual scrutiny – already programmed for 7 September 2017
  - Outlining the work of the LEP - Late autumn 2017
  - Social services' interface with the NHS and options for integration to include input from health bodies

4.8 The Committee were invited to consider whether it wished to invite chief officers to attend future committees to give an overview of items on the work programme in order that Members can determine if a full scrutiny needed to be carried out. Members agreed that they would like a chief officer briefing on:

- The Chief Fire Officer to attend a future OSC to outline:-
  1. the cost and benefits of Rescue Service staff being trained in medical trauma care when responding to ambulance call-outs
  2. Day-Crewing Plus initiative.

**Conclusions**

- 4.9
1. The work programme considered at this meeting reflected the decisions made by the Committee at its last meeting.
  2. The Committee agreed its work programme, amended as follows:-
    - i. Herts for Learning – remove from work programme

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- ii. Children's Centres – defer the scheduled scrutiny due to a procurement process that will commence shortly
- iii. Special Educational Needs (SEN) – to combine with other SEN and learning difficulties (LD) items to undertake a 0-25 Services scrutiny
- iv. Crime & Disorder Annual Scrutiny 2017: Domestic Abuse to take place Autumn 2017
- v. Hertfordshire Safeguarding Adults Board Annual Scrutiny. Scheduled for 12 October 2017
- vi. Hertfordshire Safeguarding Children Board Annual Scrutiny. Scheduled for 9 October 2017
- vii. To scrutinise Community Protection's preventative work with Public Health, establishing the effects and benefits. Scrutiny scheduled for Autumn 2017
- viii. To evaluate the effectiveness of the new Council website (18 months after implementation) - remove from work programme
- ix. Children and Adolescent Mental Health Transformation Board (CAMHS). Commissioned by Health Scrutiny Committee and scrutiny scheduled for Autumn 2017
- x. Effectiveness of SERCO contracts – remove from work programme
- xi. Delayed Transfer of Care - Commissioned by Health Scrutiny Committee and scrutiny scheduled for 2017/18
- xii. Secondary and primary school place planning – following discussions with the Director of Children's Services it was agreed that there were no issues relating to this item and it was removed from the work programme. Members were invited to speak directly to the Director of Children's Services if they had local issues.
- xiii. To review Hertfordshire's Household Waste and Recycling Centre (HWRC's) and commercial waste facilities to ensure greater compatibility and cooperation between the public and private facilities: and to prevent the unauthorised use of the HWRC's for disposal of commercial waste clarifying the cost to the Authority – Requested a Bulletin to outline issues.
- xiv. Review of the implementation of the Care Act via one of the following themes. Carers, advocacy or prevention– to remain on the work programme with a scrutiny focus on the prevention theme.

3. The Committee agreed that the following actions for the scrutinies suggested by the Integrated Plan Scrutiny to be added to the work programme would be as follows:

- i. To undertake a review of the provision of day services – Members agreed that clarification was needed on what would be scrutinised
- ii. To review whether the nine Delivering Special Provision

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Locally Areas (DSPLA) were performing consistently across the county – this will be addressed as part of the 0-25 Services scrutiny

- iii. To review of the effectiveness of the Herts Infrastructure and Planning Partnership (HIPP). Widen to include Community Infrastructure Levy (CIL): To establish how well the two tiers of planning authorities work together specifically regarding HIPP and CIL – to be added to the work programme
  - iv. To review the Intelligent Transport Solutions (ITS) project to determine its success or otherwise – to remove from the work programme
  - v. To review how well HCC and districts work together to address the issue of damage from individual drivers and organisations causing a hazard, or damage to verges and footways in accordance with the Highways Act 1980” – to be added to the work programme for scrutiny 2018/19
4. The Committee noted the motions referred by County Council on 21 March 2017 requesting that motions 16A, 16B and 16C were passed to the Overview & Scrutiny Committee for consideration for them to be added to its work programme. The Committee agreed the following actions for the Motions as follows:
- i. “This Council requests the Highways Cabinet Panel to review the current Highways contracts to ensure they are fit for purpose and to identify changes to improve the performance of the said contractors.” (Motion 16A) Reports on this matter are to be discussed at the Highways Panel in June and November. These are to be forwarded to members of the committee.
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  - iii. “Whilst noting that the Enhanced Maintenance Programme brought for the current financial year was to also undertake a one-off clearance of gullies Council notes that many are still outstanding and thus requests that he Highways Cabinet panel undertakes a review of this process that has meant an 18 month cycle of gully cleaning and also to review if this is cost effective or

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adequate. As part of the review the Highways Cabinet Panel should review the inability of reported faults being shown on the fault reporting system.” (Motion 16C) - Members requested a Bulletin This was not added to the work programme. Members requested a written Bulletin.

5. The Committee agreed that the following actions for the topics identified by chief officers to be for the work programme would be as follows:
  - i. Attainment Gap & Disadvantaged Pupils: Children’s Services – to be added to the work programme
  - ii. Sustainability & Transformation Plan (STP) to focus on the Prevention strand - be commissioned by the Health Scrutiny Committee (HSC)
  - iii. A review of commissioning and joint commissioning by Children’s Services and Health & Community Services to assess how effectively the commissioning teams assess needs, demography and plan for future services – not to be added to the work programme
  - iv. Potential move of Fire & Rescue to the Police & Crime Commissioner. “To consider the impact on Hertfordshire County Council and Hertfordshire of the move by Fire & Rescue to the Police & Crime Commissioner (PCC) considering budget implications, service delivery and partnership working” – The Committee requested a copy of panel report
  - v. Health & Community Services workforce strategy (carer workers etc.) – Committee requested a Bulletin
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  - viii. The Director of Adult Care Services has asked OSC to consider a pre Care Quality Commission (CQC) inspection review of HCS performance – not to be added to the work programme
  
6. The Committee requested the following information Bulletins:
  - The Hertfordshire Care Quality Standard – expectations on quality

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- Information and advice provision for social care self-funders in Hertfordshire, including in hospitals

7. The Committee agreed the following lunchtime seminars:

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- The Chief Fire Officer to attend a future OSC to outline:-
  - the cost and benefits of Rescue Service staff being trained in medical trauma care when responding to ambulance call-outs
  - Day-Crewing Plus initiative

## **5. PROPOSED IMPACT OF SCRUTINY (OSC) SUB-COMMITTEE**

[Officer contact: Natalie Rotherham, Scrutiny Officer (01992 588485)]

5.1 The Committee received a report on proposals to establish sub-committees of Overview & Scrutiny and Health Scrutiny Committee to replace the current Monitoring of Recommendations Topic Group and to consider proposals setting out how the Sub-Committee will undertake its work.

5.2 Members noted that the Sub Committee would be made up of five Members and would be politically proportionate as 3.1.1. Members noted that it would run consecutively to the Health Scrutiny Committee (HSC) and would be made of the same Membership as HSC.

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**Conclusions**

- 5.3 The Overview & Scrutiny Committee supported the establishment of a Sub-Committee entitled the 'Impact of Scrutiny (OCS) Sub-Committee as detailed in the report.

**6. ANNUAL SCRUTINY REPORT**

[Officer contact: Natalie Rotherham, Scrutiny Officer (01992 588485)]

- 6.1 The Committee received the Annual Scrutiny Report detailing the work of scrutiny throughout 2016/17 that was attached as Appendix 1 to the report.
- 6.2 The report provided details of the scrutinies undertaken from April 2016 to March 2017 and detailed key members of the scrutiny process.

**Conclusions**

- 6.3 The Committee noted the Annual Scrutiny

**7. OTHER PART I BUSINESS**

- 7.1 There was no other business.

**8. REPORT TO COUNTY COUNCIL**

- 8.1 A summary of all items will be reported to the County Council at its meeting on 18 July 2017.

Michelle  
Diprose

**KATHRYN PETTITT,  
CHIEF LEGAL OFFICER**

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