

**Adult, Community and Housing Services Scrutiny Committee – 12<sup>th</sup> June, 2013**

**Report of the Lead Officer and the Director of Corporate Resources**

**Terms of Reference and Annual Scrutiny Programme 2013/14**

**Purpose of Report**

1. To note the terms of reference of the Committee and the items included in the Annual Scrutiny Programme for detailed consideration by this Scrutiny Committee during 2013/14.

**Background**

2. On 25<sup>th</sup> April, 2013, the Cabinet considered a report on a review of the Council's overview and scrutiny arrangements. The recommendations from Scrutiny Chairs were endorsed by the Cabinet and formally approved at the annual meeting of the Council on 16<sup>th</sup> May, 2013.
3. The principles of the new structure are to strengthen the Council's overview and scrutiny arrangements; to ensure proper democratic accountability and to promote confidence in the conduct of the Council's business. The new scrutiny arrangements are also set in the context of significant financial pressures faced by the Council and the need to focus limited resources in the most effective way.
4. The review was also based on the following principles, as agreed by Scrutiny Chairs:-
  - That the former informal "Chairs of Scrutiny Committees" meeting be formalised into an "Overview and Scrutiny Management Board".
  - That a revised structure of Overview and Scrutiny Committees be adopted, including Scrutiny Committees to carry out detailed scrutiny reviews and a separate Scrutiny Committee with a remit for Corporate Performance Management, Efficiency and Effectiveness.
  - That the role of Scrutiny Committees be developed further to comprise:-
    - The adoption of the "Parliamentary Select Committee" model by undertaking single item in-depth scrutiny investigations/inquiries with reports from the Scrutiny Chair being presented to the Cabinet/Council.

- Being more strategic and selective in selecting topics for scrutiny with Scrutiny Committees focussing on in-depth investigations. The Overview and Scrutiny Management Board will have a role in overseeing and co-ordinating the annual scrutiny programme.

- Enhancement of the role of Scrutiny Committees in policy development by carrying out the in-depth scrutiny reviews as referred to above.

- All scrutiny "Call-ins" to be determined by the Management Board (with provision for inviting statutory co-opted members in the case of Education matters).

- Cabinet Members/Chief Officers and others to attend scrutiny meetings to give evidence/reports if required by the Scrutiny Committee (given advance notice).

- The retention of statutory co-opted members on the Scrutiny Committee that considers "Education" matters (ie: Children's Services).

- The Chair of the Overview and Scrutiny Management Board to submit an annual report to the Council on corporate scrutiny activity.

- The Minutes of the Overview and Scrutiny Management Board and individual Scrutiny Committees to be submitted to Council.

5. The approved terms of reference of the Scrutiny Committee are set out in Appendix 1. The terms of reference of the Committee also gives a clear indication of the Cabinet portfolios and Directorate functions within the remit of the Scrutiny Committee.
6. Scrutiny Committees have discretion to set their own programme of meetings to carry out the reviews that are allocated to them. Meetings of the five Scrutiny Committees have also been scheduled in November, 2013 to undertake detailed scrutiny of the Council's revenue budget proposals.
7. In April, 2013, Scrutiny Chairs considered the development of a draft Annual Scrutiny Programme for the 2013/14 municipal year taking account of the views of Cabinet Members and Directors as part of their business planning cycle. The Overview and Scrutiny Management Board formally endorsed the Annual Scrutiny Plan at its meeting on 29<sup>th</sup> May, 2013. The items for detailed consideration by the Adult, Community and Housing Services Scrutiny Committee during 2013/14 are:
  - The Impacts and Outcomes of the Making it Real Agenda – What Does Personalisation Mean for the People in Dudley
  - Welfare Reforms and Housing – The Dudley Response

8. Appendix 2 gives more detailed information on the topics set out in the Annual Scrutiny Programme for 2013/14 as referred to in paragraph 7 above.
9. Immediately following this first formal meeting of the new Scrutiny Committee, an informal development session will be held for members and officers to discuss the scope of the topics to be scrutinised; the process of gathering information (including the 'witnesses' to be invited to attend) and the timescales for carrying out the reviews (with timescales for both informal and formal meetings).
10. Under the Scrutiny Committee Procedure Rules, as contained in the Constitution, all Scrutiny Committees previously had the discretion to include a standard item entitled 'Public Forum' on the agenda to facilitate members of the public asking questions on any matter falling within the terms of reference of the Committee. This discretion remains under the revised Scrutiny arrangements and the Committee is invited to express views on whether such an item should be included on future agendas.
11. The revised scrutiny arrangements will be subject to ongoing review and further consideration by the Overview and Scrutiny Management Board during the municipal year.

### **Finance**

12. The costs of operating the revised scrutiny arrangements will be contained within existing budgetary allocations.

### **Law**

13. Scrutiny Committees are established in accordance with the provisions of the Local Government Act 1972 and the requirements of the Council's Constitution, which was adopted under the Local Government Act 2000, subsequent legislation and associated Regulations and Guidance.

### **Equality Impact**

14. Provision exists within the recommended scrutiny arrangements for overview and scrutiny to be undertaken of the Council's policies on equality and diversity.

### **Recommendations**

15. That the terms of reference of the Committee, as set out in Appendix 1, be noted.
16. That the issues contained in the Annual Scrutiny Programme for 2013/14, as referred to in paragraph 7 and Appendix 2, be noted.

17. That an informal development session be held for members and officers, at the conclusion of the formal business of this meeting, to discuss how they wish to progress the items for detailed consideration by the Committee during 2013/14.
18. That the Committee consider the possible inclusion of a "Public Forum" session as a standing item of business on the agenda for future meetings.



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**Director of Corporate Resources**



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**Mike Williams**  
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### **List of Background Papers**

Reports and minutes of the Cabinet dated 25<sup>th</sup> April, 2013  
Reports and minutes of the Council dated 16<sup>th</sup> May, 2013  
Reports and minutes of the Overview and Scrutiny Management Board dated 29<sup>th</sup> May, 2013

**Terms of Reference**

**Adult, Community and Housing Services Scrutiny Committee**

In accordance with any relevant statutory requirements and the Annual Scrutiny Programme approved by the Overview and Scrutiny Management Board:-

- (a) To undertake in-depth scrutiny investigations/inquiries in accordance with the Annual Scrutiny Programme;
- (b) To contribute to policy development by carrying out the scrutiny of matters falling within the functions of the Directorate of Adult, Community and Housing Services and the portfolios of the Cabinet Members for Adult and Community Services and Housing and Community Safety (with the exception of the scrutiny of matters relating to the strategic Crime and Disorder Reduction Partnership – Safe and Sound).

To submit reports and recommendations to the Cabinet and/or the Council on the outcomes of scrutiny investigations, inquiries and reviews.

To make recommendations to the Overview and Scrutiny Management Board on any proposed amendments to the Annual Scrutiny Programme.

<b>Adult, Community and Housing Services Scrutiny Committee</b>		
<b>Portfolio</b>	Cabinet Member for Adult and Community Services	
<b>Area for Scrutiny</b>	The Impacts and Outcomes of the Making It Real Agenda - What Does Personalisation Mean For People In Dudley?	
<b>Council Priorities</b>	Council Plan:	Ensuring that people who use care and support services are able to live independently within their community. The proportion of people who use services and carers who find it easy to find information about services
<b>Context</b>		<ul style="list-style-type: none"> <li>For the last few years all councils in England and Wales have been working with partner agencies, users of services and carers to transform how adult social care support is delivered. The guidelines for this come from an initiative called <a href="http://thinklocalactpersonal.org.uk/">Think Local, Act Personal</a>. (<a href="http://thinklocalactpersonal.org.uk/">http://thinklocalactpersonal.org.uk/</a>)</li> <li>The first stage of this was called <a href="http://www.dudley.gov.uk/resident/care-health/adult-health-social-care/getting-involved/making-it-real-in-dudley/transforming-social-care/">Transforming Adult Social Care</a> and if you follow these links you can find out more about the principles and how we set about things in Dudley. (<a href="http://www.dudley.gov.uk/resident/care-health/adult-health-social-care/getting-involved/making-it-real-in-dudley/transforming-social-care/">http://www.dudley.gov.uk/resident/care-health/adult-health-social-care/getting-involved/making-it-real-in-dudley/transforming-social-care/</a>)</li> <li>The next stage of Think Local, Act Personal is called Making it Real. Making it Real is a set of standards or markers which directly relate to the experiences of those who use our services or who care for people who do. These markers will be used to support all those working towards personalisation. This will help organisations check their progress and decide what they need to do to keep moving forward to deliver real change and positive outcomes with people.</li> <li>You can find out more about Making it Real and the Dudley Action Plan at the following link: <a href="http://www.dudley.gov.uk/resident/care-health/adult-health-social-care/getting-involved/making-it-real-in-dudley/">http://www.dudley.gov.uk/resident/care-health/adult-health-social-care/getting-involved/making-it-real-in-dudley/</a></li> </ul>
<b>Rationale</b>		<p>Making It Real has six key objectives:</p> <ol style="list-style-type: none"> <li>1) Having the information I need; when I need it.</li> <li>2) Active and supporting communities, keeping friends family and place</li> <li>3) Flexible integrated care and support: my support, my own way</li> <li>4) Workforce: my support staff</li> <li>5) Risk enablement: feeling in control and safe.</li> <li>6) Personal budgets and self-funding: my money.</li> </ol> <p>Our action plan sets out practical activity to deliver improvement in each area.</p>
<b>What are we asking from the Scrutiny Committee?</b>		To consider and challenge progress with the delivery of the Making it Real action plan. Identify areas of positive progress and areas for improvement and identify what difference it is making to people's lives.

<b>Adult, Community and Housing Services Scrutiny Committee</b>		
<b>Portfolio</b>	Cabinet Member for Housing and Community Safety	
<b>Area for Scrutiny</b>	Welfare Reforms and Housing – The Dudley Response and How We Will / Are Supporting People	
<b>Council Priorities</b>	Council Plan:	Prioritising front line services to ensure protection to the most vulnerable people in Dudley.
<b>Context</b>		<ul style="list-style-type: none"> <li>• The planned tax and benefit reforms between January 2011 and April 2014 in the UK, will have differential impacts notably by income and family type.</li> <li>• While these reforms are having the greatest impact on poorer households and on families with children, pensioners' income has been protected in relative terms, with an average decline in income across all income bands of less than half the average.</li> <li>• Dudley MBC has a retained housing stock and together with Registered Social Landlords provides social housing. It is likely that the overall impact of the changes and some specific changes will impact on social housing tenants and those needing to access the service.</li> <li>• These specifics are Loss of bedroom subsidy – known as 'bedroom tax' Discretionally housing payments (DHP) Welfare assistance fund; Fuel Poverty; Child poverty</li> </ul>
<b>Rationale</b>		<ul style="list-style-type: none"> <li>• Even accepting the government ideology that the changes are intended to make 'work pay' and end a benefit culture, this Council will want to protect its citizens whilst at the same time maximising training and employment opportunities within the Borough.</li> <li>• Housing is a fundamental right and plays a major part in the stability of families and communities and their well being. As such the potential consequences of these changes are cross cutting and call for Directorates, agencies and voluntary organisations to have a shared vision.</li> <li>• Housing is, however, a social business and it needs to be recognised that its source of revenue is mainly through its rents.</li> <li>• Issues arising for housing will include, <ul style="list-style-type: none"> <li>• Affordability – can't pay won't pay.</li> <li>• Effective use of DHP to protect vulnerable people</li> <li>• Effective housing strategy to address the competing housing needs</li> <li>• An effective revenue collection strategy</li> <li>• Increased homelessness</li> <li>• Possible increase in fraud.</li> </ul> </li> </ul>
<b>What are we asking from the Scrutiny Committee?</b>		<ul style="list-style-type: none"> <li>• Government has completed an EIA, and EIAs have been completed according to specific issues/service provision.</li> <li>• To consider the impact of Housing reforms</li> <li>• The 'real' impact of these changes over the '11 – '14 timeframe will need to be monitored and scrutinised. This will influence the policy decisions of this Council and the lobbying that is needed at all levels of government.</li> <li>• How prepared are we to deal with these issues from a Housing perspective and what is the local impact. How are we responding and how effective is our response?</li> </ul>