

# Overview and Scrutiny Annual Report

2016/17

**Hold to account**  
Bus gates **Improvement**  
**Investigation** *STP view*  
*Play Strategy*  
**Forward**  
*Good practice*  
**Impacts**  
**OFSTED**  
**Proposals**  
Focussed  
**Consultation**  
**Strategic**  
**Services**  
**Podiatry**  
**Ward councillors**  
*Edge of Care*

**Review**  
**Resilience**  
**Health**  
**Prevention**  
*Healthy Child*  
**Flooding**  
**Intervention**  
**Citizens**

*Care closer*  
**Recommendations**  
**Democracy Commission**  
**Statutory** *Social Care*  
**Housing** **Briefings**  
**FOI KAL**  
*Looking forward*  
**Mental health**  
**Safeguarding**  
**Crime** **Children**  
**Wellness** **Monitoring**  
*Pre decision* *Engagement*  
**Waste Management**  
**Lessons learned**  
*Ad Hoc Panel*

# Chair's Foreword

I'd like to thank all our Lead Members, Governance Officers, Co-optees, and others who have contributed to the work programme for 2016-17. The Council is going through unprecedented change, which means lots of work for Overview & Scrutiny. The whole team rose to the challenge this year; we looked into a wide range of issues, and maintained the high standards we expect while doing so.

This year I would like to specifically thank one of our long serving statutory Scrutiny vCo-optees. The Reverend Richard Burge has served as a statutory Diocesan Scrutiny Co-optee for eight years. He has been involved in the scrutiny of children's services and his calm and considered approach to scrutiny work has made him a valued member of any panel he has served on. He has stepped down to move on to other responsibilities, including being part of setting up a scrutiny function at Diocesan level.

I have been very pleased with the way Cabinet Members and Senior Officers have engaged with Overview & Scrutiny; improving on forward planning, and pre-scrutiny. I am also delighted that the value of Overview & Scrutiny has achieved greater recognition. The whole team work very hard, but we're all under pressure to keep up with demands. I was delighted to be asked to present new proposals to enhance Overview & Scrutiny, and that going forward, we will have a bigger team to keep up with the rapidly changing Council



**Chair of Scrutiny 2016/17**  
Councillor Julie Stewart Turner



## Thanks

Thank you to everyone who has contributed to Overview & Scrutiny in some way over the past year, particularly, the OSMC, to Cllr Smaje and her team, to our Co-optees, and to the Governance team that support us.

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# 2016/ 2017 Headlines

## Specific Issue Ad-Hoc Panels

- Adult Mental Health
- Children's Services Development Review
- Bereavement Support
- Bus-Gates

## OSMC

With statutory responsibility for Crime & Disorder and Flood Risk Management

## Health & Social Care Panel

With statutory responsibility for Health Scrutiny

### OSMC Members portfolios

#### **Cllr Julie Stewart Turner –**

Chair of Overview & Scrutiny Management Committee and responsible for Strategy and Strategic Resources, New Council and Regional Issues.

#### **Cllr Gulfam Asif –**

Scrutiny Lead with responsibility for Corporate portfolio issues.

#### **Cllr Cahal Burke –**

Scrutiny Lead with responsibility for Children's portfolio issues.

#### **Cllr Ken Sims –**

Scrutiny Lead with responsibility for Regeneration and Economy portfolio issues.

#### **Cllr Liz Smaje –**

Lead Member of the Health & Social Affairs Scrutiny Panel with responsibility for Adult & Public Health portfolio issues.

## JHSCs

#### **Wakefield and Kirklees JHSC**

- Mid Yorkshire Hospital Trust  
'Meeting the Challenge' – implementation phase

#### **Calderdale & Kirklees JHSC**

To review the proposals for future hospital services in Calderdale and Greater Huddersfield.

# OSMC Headlines

## Overview & Scrutiny Management Committee

**Cllr Julie Stewart-Turner**

(CHAIR & PORTFOLIO LEAD FOR CORPORATE & NEW COUNCIL)

**Cllr Cahal Burke** (PORTFOLIO LEAD FOR CHILDREN)

**Cllr Kenneth Sims** (PORTFOLIO LEAD FOR PLACE)

**Cllr Gulfam Asif Sims** (PORTFOLIO LEAD FOR RESOURCES)

The Overview and Scrutiny Management Committee has had another busy year looking at a cross cutting range of strategic issues and priorities, below are some of the highlights:

### Holding the Executive to account:

Cabinet Members were invited to attend OSMC meetings for discussions on any item that fell within their portfolio. Scrutiny looked to build a constructive relationship with Cabinet portfolio holders through regular engagement. In addition to formal committee meetings, each member of the Management Committee had a portfolio responsibility and maintained an overview of the corresponding Cabinet portfolio, through meeting with the Cabinet Members and Director. This led to the early identification of potential issues for the Scrutiny work programme and enabled Scrutiny members to flag up issues directly with the portfolio holder.

Each OSMC Member /Lead Member also received briefings on key issues and performance monitoring information and reported back to the OSMC on any work undertaken between meetings.

Cabinet Members were also involved in the work of some of the Ad hoc Scrutiny Panels, through attending panel meetings, discussing panel findings and formally responding to panel recommendations.

### Pre Decision work:

Pre decision scrutiny work remained an important area of work, with Scrutiny looking for opportunities to influence priorities at an early stage, before a decision is taken.

**The Play Strategy** - The OSMC scrutinised and commented on the proposed approach to a review of play areas and how local ward councillors would be engaged in the process.

**The Future Waste Management Contract** – The OSMC received a comprehensive briefing on the considerations prior to the Cabinet making a decision on the approach and content of a future waste management contract. An overview will be maintained by Scrutiny at key milestones.

### Investigation work:

**Bus Gates** - As part of a petition to Council a request was made for Scrutiny to look at the consultation process for the Bus Gate project proposals. The OSMC undertook a focussed piece of work to look at the decision making process for the bus gates element of the Huddersfield Town Centre Accessibility Project. This included the rationale for the scheme and how the proposals were promoted and consulted on.

The Terms of Reference for the work were:

1. To understand the rationale for the bus gate proposals;
2. To consider how the proposals were developed including any engagement activity;
3. To consider the consultation process, including the statutory requirements, promotion of the proposals and responses received;
4. To examine how responses to the consultation were considered;
5. To consider the proposals for the evaluation of the project against the anticipated outcomes, feedback and impacts;
6. To identify any lessons learned.

# OSMC Headlines continued

Overall the Committee concluded that there had been a thorough consultation process and appropriate decision making processes were followed. Lessons to be learned included ensuring that comprehensive and current baseline data is collated before moving to the implementation stage of a project. This will mean that there is a baseline against which to measure the impact of new measures. The Committee also felt the Council needed to be more innovative in how it captured consultation and engagement feedback, making better use of a range of technologies to allow verbal views to be recorded.

## Statutory Scrutiny:

The OSMC also took on responsibility for the statutory scrutiny requirements around flood risk management and crime and disorder. Statutory responsibility for the scrutiny of health was undertaken through the Health and Social Care Scrutiny Panel and the Joint Health Scrutiny Committees (see pages 9 – 13 and 16 -17).

The OSMC looked at **Flood Risk Management** at two meetings, focussing in October on preparation for the flood season and in February looking at the annual flood risk management update. This included looking at progress against the priorities in the flood risk management action plan.

Improvements included:

- A more frequent emptying of high priority trash grilles
- A community engagement programme to continue in future years to work with communities at higher risk of flooding to provide information, advice and encourage self-help. The OSMC will consider the progress of a pilot project in Cleckheaton.

The OSMC had concerns about the limited amount of preventative work that could be resourced. It intends to look at the outcomes of natural

preventative work in adjacent council areas and identify how best practise might be adapted for the Kirklees district.

The OSMC also recommended the development of flooding profiles for individual wards, to support local ward members, in discussions with local communities, to understand the flood risks for their area.

## Crime and Disorder

The OSMC considered Crime and Disorder issues at two meetings. The September meeting focussed on the Kirklees Community Safety Plan, with particular scrutiny of the protecting people from serious harm theme. This included discussion on Prevent, work in schools and human trafficking.

The second meeting looked at performance against the community safety plan and included discussion of the Kirklees Victims Hub and services and crime statistics. The OSMC expressed frustration that it was not possible to track year on year trends in local crime due to the frequent national changes in how crime is recorded. Following the meeting it was agreed that a local set of recording measures would be identified so that the OSMC could better monitor progress or identify concerning trends. In 2017/8 the OSMC will also look in more detail at the refreshing of the Kirklees Gangs Strategy.

## Council Priority Themes

The Council has two priority themes, Economic Resilience and Early Intervention and Prevention. The OSMC carefully tracked the work of both themes at key milestones and looked in detail at specific proposals and proposed consultations. It was briefed on the themes emerging from consultation and engagement work, including how the views expressed were being considered as part of shaping proposals.

## Monitoring and Overview

### CSE and Safeguarding Member Panel

The OSMC continued to monitor the work of the CSE and Safeguarding Member Panel, with the Cabinet Portfolio holder updating on the areas of focus for the Panel. These included:

- Education work in schools, initially starting at secondary level then rolling out to primary schools
- Consideration of practice issues within Children's Services, including the work of the Multi Agency Safeguarding Hub and CSE case management.
- Development in the regionalisation of adoption
- An update on changes to taxi licensing arrangements

### Monitoring past Scrutiny recommendations, for example the CAMHS report.

The OSMC considered the implementation of a transformation plan for CAMHS which included an update on the Scrutiny Ad Hoc Panel recommendations which related to the clarity of care pathways and the transparency of the CAMHS referral system. The Panel had wanted to see more publicly available information to support public understanding as well as referring agencies, such as schools and GPs. The Committee welcomed the progress that had been made in introducing a single point of access and the pathways diagrams that had been produced.

OSMC – Work Programme	
Kirklees Corporate Plan/ Journey to New Council	<b>Overview of Key Strategies:</b> Early Intervention and Prevention Economic Resilience
CSE/ Corporate Parenting/ Safeguarding of Children	
Crime and Disorder- including Community Safety priorities and work with vulnerable groups	<b>Monitoring of previous recommendations:</b> CAMHS
Pre Scrutiny – Future Waste Management Contract	Business Intelligence – approach to policy development
Pre Scrutiny - Play Strategy	Safeguarding Children's Annual Report
Housing Futures	Community Cohesion
Flood Risk – Preparation for the Flood Season and progress against Flood risk management plan	Equality & Diversity Strategy
Performance Management – revision to approach within the Council	Education Attainment – Learning Landscape
Complaints Annual Report	Effectiveness of Comoodle
Overview of progress in delivering MTFP	PSHE curriculum in schools
Asset Management	Reports of Ad Hoc Scrutiny Panels <ul style="list-style-type: none"> <li>- Bereavement Support in Schools</li> <li>- Adult Mental Health Assessment</li> <li>- Children's Services</li> </ul>

# Health & Social Care Panel Headlines

## Health & Social Care Overview & Scrutiny Panel

**Councillor Andrew Marchington**

**Councillor Sheikh Ullah**

**Councillor Steve Hall**

**Councillor Fazila Fadia**

**Councillor Judith Hughes**

**Peter Bradshaw** (Co-Optee)

**David Rigby** (Co-Optee)

**Sharron Taylor** (Co-Optee)

### 1. Proposed changes to the Podiatry Services in Kirklees

In 2016 Locala Community Partnerships won the contract to provide podiatry services in Greater Huddersfield and went on to develop proposals which would reduce the service locations; provide daily clinics with longer opening hours in the new locations; and review the pathway of care. The Scrutiny Panel felt that the proposed changes posed a significant change to public service and agreed to scrutinise the proposals. In November 2016, the Panel considered the proposed public consultation document and recommended a number of amendments before it was sent to the public.

The Panel will consider the outcomes of the Locala's consultation at its meeting in November 2017.

### 2. Healthy Child Programme

The Kirklees Integrated Healthy Child Programme (KIHCP) is seen as a catalyst for transforming work with children and young people across a range of systems, interventions, sectors and services over the next 5 -10 years.

At its meeting in March 2017 the Panel received an update on the KIHCP procurement process; the approach being taken to implementing the programme; and progress of implementation. The Panel was supportive of the work that is being done to develop a comprehensive integrated 0-19 service that will improve outcomes for children and young people and will continue to monitor the development of the service.

### 3. Wellness Model

The wellness approach goes beyond looking at single-issue, healthy lifestyle services with a focus on illness, and instead aims to take a whole-person and community approach to improving health.

At the March 2017 meeting the Panel received an update on the progress of work that had taken place to develop a Kirklees Wellness Model and agreed that a further meeting be scheduled early in the 2017/18 municipal year to include: a more detailed discussion on the Wellness Model's functions; the Service Specification; and understanding the outcomes and impact for service users.

### 4. Diabetes in Kirklees

This focus on Diabetes had been carried forward from the Panel's 2015/16 programme to follow up on the work being undertaken by Public Health, CCGs and Locala on prevention, supported self-care/education, primary care, foot care and specialist diabetes services.

Two further meetings were held in 2016/17 that provided the Panel with an update on actions and planned work to support people in Kirklees living with diabetes and to provide details of the current position of the condition in Kirklees. The Panel concluded that it was satisfied with the work being done to tackle Diabetes in Kirklees and agreed that no further work on the issue was required.

## 5. Kirklees Sustainability and Transformation Plan

NHS England is requiring every health and care system to come together, to create its own ambitious local blueprint (Sustainability & Transformation Plan) for accelerating its implementation of the Forward View. The local NHS planning process will have significant central money attached and Sustainability and Transformation Plans (STPs) will become the single application and approval process for being accepted onto programmes with transformational funding for 2017/18 onwards.

At its October 2016 meeting the Panel was presented with an update on the process for developing Kirklees and West Yorks STPs which included the current financial position of CCGs. The update also included details of a consultation called 'Talk Health Kirklees' which outlined plans to reduce costs and provide better value for NHS spending.

The Panel plans to continue its focus on the Kirklees STP which will include monitoring the impact of any proposed changes and assessing how local changes link to the wider transformational changes taking place across West Yorks.

### Focus for Next Year (2017/18)

The Health and Adult Social Care Scrutiny Panel had its first meeting of the 2017/18 municipal year on 4 July 2017 to: reflect on the work it had undertaken in 2016/17; identify where work had been completed; highlight projects that remained and ongoing priority; and to consider additional issues for inclusion in the 2017/18 work programme.

Key areas that panel members agreed should be looked at in 2017/18 include:

- The Financial position of Greater Huddersfield Clinical Commissioning Group (CCG) and North Kirklees CCG.
- The Kirklees Sustainability and Transformation Plan (STP) including how it links with the wider transformational changes taking place across West Yorks.
- Integration of Health and Social Care
- The Healthy Child Programme
- Integrated Wellness Model
- Robustness of Adult Social Care in Kirklees
- Changes to Podiatry Services
- Kirklees Suicide Prevention Plan
- Care Closer to Home
- The Better Care Fund
- Health Optimisation Programme



# Health & Social Care Scrutiny Panel – Work Programme 2016/17

<b>Full Panel Discussion Items</b>	
Early Intervention and Prevention (EIP)	End of Life Care
All Age Disability (AAD)	North Kirklees CCG (NKCCG) Key transformation programme
Mental Health Services – Transformation Programme	Proposed changes to the Podiatry Service in Kirklees
Yorkshire Ambulance Service	Pre-Payment Cards and Direct Payments
Diabetes in Kirklees	Quality of Care in Kirklees
Attention Deficit Hyperactive Disorder (ADHD) - Adults	Primary Care Strategy
Kirklees Joint Strategic Assessment	Kirklees Sustainability and Transformation Plan
Care Closer to Home (CC2H)	Talk Health Kirklees Campaign
The Healthy Child Programme (0-19 services)	Wellness Model for Adults
Re-Procurement of the Whitehouse Centre	CQC Inspection of Calderdale and Huddersfield NHS Foundation Trust
Lead Member Briefing Issues	
Robustness of the Adult Social Care System	Integration of Health and Social Care
Changes to the GP Contracts and implications for Kirklees	The Care Act 2014 (to include Client Financial Affairs)
Art Psychotherapy (AP)	NHS Dentistry
Deprivation of Liberty Safeguards	Developing a working protocol with Healthwatch Kirklees and Kirklees Health and Wellbeing Board
Mid Yorkshire NHS Hospitals Trust – Cancer Peer Review ( of Unknown Primary)	
<b>Ad-Hoc</b>	
Review of Adult Mental Health Assessments	
<b>Monitoring Items</b>	
Sexual Health – Chlamydia Screening in Kirklees	Tuberculosis (TB) in Kirklees



# Adult Mental Health Ad-Hoc Scrutiny Panel

Following feedback to Councillor Smaje, Chair of the Health and Social Care Scrutiny Panel, about the length of time people had to wait from referral to assessment for mental health problems, a request was made to set up an Ad Hoc Scrutiny Panel to look at the issue. Concerns were also raised about perceived difficulties in accessing mental health intervention prior to crisis and how this is balanced against the increasing need for crisis mental health care.

The Ad Hoc Panel carried out most of its evidence gathering work between April 2016 and November 2016

## Membership:

Cllr Elizabeth Smaje

Cllr Musarrat Khan (replaced by Cllr Paul Kane from June 16)

Cllr John Lawson

Peter Bradshaw, Co-optee

Sharron Taylor, Co-optee

David Rigby, Co-optee

## Terms of Reference:

To understand the pathway for Adult Mental Health Assessments in Kirklees from the initial need for referral to assessment and onto treatment. In particular, to explore the current approach and effectiveness of Adult Mental Health Assessments in Kirklees, this will include:-

## Service Provision

- To look at the Mental Health Service provision for Adults in the Kirklees District and to explore any differences between adult mental health services and memory service.

## Access

- Accessing mental health intervention for Adults – to explore the links between the perceived increased difficulties in accessing mental health intervention prior to crisis and how this is balanced against the increasing need for crisis mental health care;
- To understand how people access services before they reach a crisis point, or if people can only gain help at crisis point, to establish the reasons for this approach.
- To explore and understand the accessibility of services to the public

- To identify the waiting times for adults to access services - including those that are provided at home, in the context of the timescales from referral to assessment.
- To develop an understanding of the referral process and the volume of referrals, by type in Kirklees
- To understand the assessments process and the range of clinical input into the process, e.g. therapeutic input

## Performance

- To undertake an in-depth look at performance targets, how they are measured and performance levels in Kirklees;

## Capacity

- To develop an understanding of the demand on services and the capacity locally to respond; to include accessing private secure facilities and those that are provided by the Trust, public sector partners and the voluntary sector.

The Ad Hoc Panel spoke to a Mental Health trust and CCG representatives. It was also particularly useful to talk to a range of support group providers, service users and carers. Their openness and honesty in discussing such an emotive and sensitive subject enabled the Panel to gain a much better understanding of what service users and carers have experienced when accessing essential adult mental health services.

The findings of the Panel were welcomed at the Council meeting in September 2017. It was the Panel's view that there appeared to be a disconnect between the information presented by the service providers and the experiences of service users and those supporting service users. This indicated to the Panel that service providers did not always meet the needs of service users.

Wide ranging recommendations were made by the Panel aimed at improving service delivery and outcomes for service users. The Panel will monitor the recommendations and will want to hear the views of service users, support group providers and carers to learn if, from their standpoint, any improvements have been made.

# Children's Services Ad-Hoc Panel

Terms of Reference	Membership
<ol style="list-style-type: none"> <li>1. To consider the work programme of the Children's Development Board within the Term of Reference set for it.</li> <li>2. To challenge the prioritisation of the work of the Board and contribute ideas on the achievement of the programme.</li> <li>3. To comment on the performance framework developed to provide oversight for the work of the Board.</li> <li>4. To assist the portfolio holders for Children's Services in providing Councillor input to the development programme.</li> <li>5. To consider the fit of identified development work with the developing Early Intervention and Prevention (EI&amp;P) approach within New Council Programme.</li> </ol>	<p><b>Councillor Julie Stewart -Turner</b> (CHAIR)</p> <p><b>Councillor Robert Light</b></p> <p><b>Councillor Andrew Marchington</b></p> <p><b>Councillor Amanda Pinnock</b></p> <p><b>Reverend Richard Burge</b> - STATUTORY SCRUTINY CO-OPTEE</p> <p><b>Dale O'Neill</b> - VOLUNTARY SCRUTINY CO-OPTEE</p>

In August 2015, an audit sampled the casework of social workers within the Children and Young People's Service. The aim was that the findings of the audit would inform areas of focus for the new directorate leadership team. The audit identified an inconsistency in casework management and recording. This meant that when judged against Ofsted criteria, some cases were deemed inadequate. Furthermore the current performance monitoring data was not sufficient to highlight discrepancies at the earliest opportunity.

A Development Board, led by the former Chief Executive, Adrian Lythgo was established to prioritise and take forward a programme of development work. The Chief Executive approached Overview and Scrutiny to ask that an Ad Hoc Scrutiny Panel be established to act as an independent challenge to the work of the Board.

The Ad Hoc Panel met 11 times between May and October 2016 as well as undertaking informative site visits to talk to front line practitioners at the Multi Agency Safeguarding Hub and the Children's Social Work Team. The Panel completed its findings report by December 2016 and it was well received when presented to Council in January 2017.

## Conclusions:

Scrutiny welcomed the improved openness in sharing information with the Ad Hoc Panel and recognised that there are significant challenges

ahead to continue the transformation of the service.

Effective performance management, underpinned by timely and targeted information is critical in ensuring that high standards and legal compliance are maintained. The Council needs to be able to measure not only quantitative compliance but also the qualitative improvement of the service provided to children and their families.

The national spotlight on areas of Children's Services highlighted the need to have clarity on the role of councillors and governance arrangements in respect of Children's Services. The nature of the relationship between officers and councillors is critical to moving forward, as highlighted by the Rotherham case where the need for trust and openness was identified. All councillors need to have an understanding of their role in children's services issues and a basic awareness.

The Panel feels there is the risk of duplication within current governance structures relating to children's services areas. There is a need to develop structures that are fit for purpose within the new council model with clarity on where statutory responsibilities lie and the role of members within those bodies.

The agreed recommendations of the Panel have been incorporated within the Children's Services Improvement Plan. The Children's Scrutiny Panel will be monitoring the progress made in implementing the Improvement.

# Bereavement Support in Schools

## Ad-Hoc Panel Headlines

Terms of Reference	Membership
<ol style="list-style-type: none"> <li>1. To understand the role and responsibility of schools when supporting children and young people going through bereavement including any statutory guidance.</li> <li>2. To contribute to the development of local guidance to be used by schools across Kirklees when supporting children and young people going through bereavement.</li> <li>3. To examine proposals to promote the guidance within schools.</li> </ol>	<p><b>Councillor Cahal Burke</b> (CHAIR)</p> <p><b>Councillor Donna Bellamy</b></p> <p><b>Reverend Richard Burge</b> - STATUTORY SCRUTINY CO-OPTEE</p> <p><b>Margaret Dobson</b> - VOLUNTARY CO-OPTEE (APPOINTMENT EXPIRED DURING THE COMPLETION OF THE TASK GROUP)</p>

Following concerns raised with Cllr Burke as a ward councillor, about a perceived lack of bereavement support for children and young people in school, an ad hoc panel was established to look more closely at the issue. Initial enquires revealed that there did not seem to be a consistent approach to support provided to young people experiencing bereavement across Kirklees schools. Some schools had a bereavement policy in place, while others did not.

The Ad Hoc Panel sought to understand the role schools play in providing support or signposting children and young people going through bereavement, to appropriate services. The Panel considered evidence received from a wide audience including school staff, young people in attendance at Kirklees schools, council officers and members of the public.

The panel also looked at guidance on good practice and statistics offered by a range of charities providing support in this area. It was specifically noted that:

***“Every 22 minutes in the UK a child under the age of 18 is bereaved of a parent, leaving 111 children bereaved of a parent every single day. Many more are bereaved of a grandparent, sibling, friend or other significant person”***

**And**

***“1 in 29 pupils has been bereaved of a parent or sibling – that is a child in every class”***

Following analysis of all the evidence received, the Panel made the following 6 recommendations to Cabinet for consideration:

### Panel Recommendations:

1. That the draft policy framework developed by the Task Group (attached at Appendix 3) be incorporated into the review of the guidance for schools (2013) by the Educational Psychology team.
2. That the reviewed guidance documents be distributed to schools prior to September 2017 and be reinforced with a continued offer of training sessions for schools, delivered on at least an annual basis.
3. That, as part of the review in April 2017, the benefit of drafting separate policy drafts for primary and secondary schools be investigated.
4. That the Educational Psychology team continues to promote the guidance within all schools on at least an annual basis and encourage schools to develop a bereavement support policy that meets the individual needs of each school.
5.
  - a) That increased awareness of the importance of providing the correct support following a significant bereavement be committed to by the Educational Psychology Team and regularly communicated to schools;
  - b) The compilation of a fact sheet will assist in the communication of the key facts, questions and statistics relevant to bereavement incidents.
6. That specific advice be relayed to schools to suggest that the individual pupil information shared between schools at points of transition should include details of any significant bereavement experiences suffered by a child.

# JHSC Panels' Headlines

## Calderdale & Huddersfield JHSC

**Councillor Julie Stewart-Turner**  
**Councillor Andrew Marchington**  
**Councillor Elizabeth Smaje**  
**Councillor Carole Pattison**

**Councillor Jane Scullion** - CALDERDALE COUNCIL  
**Councillor Marilyn Greenwood** - CALDERDALE COUNCIL  
**Councillor Chris Pearson** - CALDERDALE COUNCIL  
**Councillor Adam Wilkinson** - CALDERDALE COUNCIL

### Background:

During the early part of the 2016/17 municipal the Joint Committee continued with the evidence gathering phase of its work that focused on the proposals of Calderdale and Greater Huddersfield Clinical Commissioning Groups future arrangements for hospital and community health services in Calderdale and Greater Huddersfield.

In September 2016 the Joint Committee published its response to the proposals which include 19 recommendations. At a Governing Body meeting held in October 2016 Calderdale CCG and Greater Huddersfield CCG agreed their response to the recommendations and also agreed to proceed to Full Business Case (FBC) in relation to the proposals.

At its meeting held 16 November 2016 the Joint Committee considered the response to its recommendations and identified areas where it was not fully satisfied with the response. In line with regulations steps were taken to reach agreement on areas of difference. This was done through a consensus building session that took place in January 2017 and was supported by an independent facilitator.

At a Joint Committee meeting held 23 February 2017 members considered the outcomes of the consensus building session and a report produced by the CCGs and Calderdale and Huddersfield NHS Foundation Trust (CHFT) which provided committee members with an overview of the planned work to develop the FBC and associated information.

The Joint Committee agreed that the CCGs and CHFT submit the completed FBC and associated documentation by the end of June 2017. In addition it was agreed that a further meeting be held in July 2017 to assess whether the Joint Committee's recommendations had been satisfactorily addressed and consider exercising the Committee's power of referral to the Secretary of State.

### Current position:

The Joint Committee met on 21 July 2017 and expressed serious concerns about some of the consequences associated with the proposals and agreed to exercise its right to refer the proposals to the Secretary of State for Health.

The referral letter was sent to the Secretary of State in early September and a response is currently awaited.

## West Yorkshire Joint Health Overview & Scrutiny Committee (JHSC)

**Cllr Elizabeth Smaje**    **Cllr Eric Firth**    **Cllr Gulfam Asif**    **Cllr John Lawson**

Since May 2014, the JHSC has been scrutinising the implementation process for the agreed changes to hospital services. Activity in the last twelve months included:

- a meeting in July 2016 to specifically discuss the implementation timetable
- a meeting in April 2017 that highlighted that bed usage figures continued to increase, and that as such, the Trust was recommended

to complete the remaining reconfiguration over a phased period culminating in the reconfiguration of acute medicine week in early September 2017.

The JHSC agreed with the Trust's Star Chamber recommendations and the decision not to reduce the bed base as originally planned. It was advised that a further briefing would be presented to the JHSC in September 2017.

# Portfolio Highlights

## Resources and Crime & Disorder

During the 2016/17, the Portfolio Lead for Resources and Crime and Disorder, Cllr Asif has concentrated on issues relating to Freedom of Information requests and how the process could become more streamlined. The 2017/18 municipal year will see services proactively publishing requests so that they can become signposts for future Freedom of Information requests. Cllr Asif also considered how the implementation of the permit system for recycling centres had progressed, and the impact this had on reducing trade waste. Cllr Asif received briefings about the SITA PFI contract which ends 2022/23 and consideration of any future contract will likely be developed in the newly formed Corporate Scrutiny Panel.

## Children and Young People

During 2016/17, the Portfolio Lead for Children's Services, Cllr Burke has focussed his attention on school's performance information, Corporate Parenting with a specific focus on Fostering and the OFSTED Inspection and the subsequent Improvement Plan developed by the Council in relation to the inspection report delivered by OFSTED. The priority for the 2017/18 municipal year will be to continue to monitor progress against the recommendations and actions contained within the Improvement Plan, along with developing the work programme for the newly formed Children's Scrutiny Panel.

## Place

In 2016/17 Cllr Ken Sims, Scrutiny lead for Place had regular briefings with Cabinet portfolio holders and senior officers. Initially getting an understanding of the full breadth of services within the portfolio, Cllr Sims then drilled down

into the main challenges facing those services in the next 12 months. This led to a range of in-depth briefings on issues such as museums and galleries, waste, the Local Plan, the work priorities of the Regional Transport Committee, Bereavement Services, Public Rights of Way and bin collection. Councillor Sims also received quarterly briefings on performance issues and reported findings to the Overview and Scrutiny Management Committee as part of the regular Lead Member Updates item.

## New Council and Corporate

Councillor Stewart Turner had a wide range of briefings throughout the municipal year including meetings with the Leader and Deputy Leader and regular briefings with the Chief Executive.

Issues covered included updating on the Scrutiny work programme and issues on the Cabinet agenda plan. There were regular discussions on the issues being identified by the Ad Hoc Scrutiny Panel into Children's Services Improvement. The Chief Executive also provided updates on the progress of the Democracy Commission work. Cllr Stewart Turner also raised concerns about the timeliness of information to Scrutiny and how Scrutiny might be able to work more proactively and how pre decision scrutiny might become further embedded.

Cllr Stewart Turner also attended a number of briefings with lead officers to discuss issues such as the Education Area Review, the performance management of Kirklees Active Leisure, the Play Strategy, the relationship between scrutiny and policy work and the outcomes of the Ofsted inspection.

PORTFOLIO



# Looking Forward 2017/18

A revised structure for Overview and Scrutiny was agreed at Annual Council in May 2017, which saw the introduction of three additional Standing Scrutiny Panels, as shown on the diagram below, to further strengthen the scrutiny function:



Contributing to the developments of the scrutiny function were the findings of the Kirklees Democracy Commission, which looked in depth at governance, accountability and decision making. The findings of the Democracy Commission supported the Council’s proposal to strengthen the scrutiny function to enable the following:

**“Effective checks and balances – we should make sure we have effective ways of scrutinising decisions. If we continue the Overview and Scrutiny function we need to change our approach, culture and the profile of Scrutiny within the council. This is an issue for officers and councillors alike. We should have a greater focus on the scrutiny of strategic priorities, early dialogue as part of the decision making process and much greater citizen involvement in the scrutiny process.”**

**“There is a responsibility on the decision makers to share information as early and openly as possible, to listen and not to come with a closed mind.”**

“It will be another busy year as the Council drives through the changes required to meet the budget challenges and redesign how the Council works. Scrutiny wants to focus on adding value to areas of strategic priority. The Children’s Scrutiny Panel has an important role in scrutinising the implementation of the Children’s Services Improvement Plan and the ongoing improvement of practice. With all the Panel Lead Members now sitting on the Management Committee, there will be an ongoing overview of the work programme and an element of peer challenge to ensure Scrutiny is focussing work in the right areas. Scrutiny is keen to get out and about a bit more this year, in order to test what it is being told in formal meetings against the experience of customers and those at the operational end of service delivery.”

**Cllr Julie Stewart-Turner, Chair of Scrutiny**

# Frequently Asked Questions

Here are some brief answers to the most frequently asked questions about Overview & Scrutiny.

## What is Overview & Scrutiny?

Overview & Scrutiny acts as a check and balance on the Council's decision maker (the Cabinet) by holding it to account for its decision. Overview & Scrutiny aims to:

- Improve services for local people & their communities
- Ensure Cabinet is accountable to the public
- Improve the performance of the Council's services;
- Improve the performance of other public services for which the Council has responsibility or is a stakeholder in;
- Actively engage local people in Overview & Scrutiny and promote issues which are of importance and of relevance to them.

## Who is involved?

Any councillor, other than those who hold a Cabinet post, can take part in Scrutiny work. Panels in Kirklees also include statutory and voluntary co-optees and are supported by Governance & Democratic Engagement Officers. Cabinet Members and Senior Officers are invited to attend Scrutiny Panels to discuss issues that the scrutiny panel has identified as a priority.

## Is scrutiny a party political activity?

Scrutiny is a key part of the political process; however it is not party political. The Scrutiny Committee and panel structure are made up of Councillors from across all the political groups. Councillors aim to leave their party politics at the door and look objectively at issues, basing their findings on the evidence they receive.

## How do you choose what to scrutinise?

The councillors and voluntary co-optees involved in Overview & Scrutiny decide which issues they want to prioritise, with the Overview & Scrutiny Management Committee responsible for managing the overall Overview & Scrutiny Work Programme. Carrying out effective scrutiny takes a lot of time, commitment and effort so it is simply not possible to look at every issue. When choosing issues, Overview & Scrutiny will consider whether it is can make a real difference by looking at the issue (for example, whether recommendations could result in improved services.)

## What can't Scrutiny look at and why?

Overview & Scrutiny is not appropriate for considering individual complaints. The Panels also cannot investigate regulatory or 'quasi-judicial' decisions, such as planning or licensing decisions.

## How can the public get involved?

- Attend public meetings of Overview and Scrutiny Management Committee and the Panels.
- Suggest a topic for Overview & Scrutiny.
- Provide evidence at a panel or send us your views.
- Join a pool of people interested in being co-opted on to a panel when vacancies are advertised.





# Scrutiny





# Team contact details

## Contact the Team

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## Lead officer details

### Overview & Scrutiny OSMC Lead –

Penny Bunker, Governance & Democratic Engagement Manager

### Children's Panel

Yolande Myers, Governance & Democratic Engagement Officer

### Corporate Panel

Alaina McGlade, Governance & Democratic Engagement Officer

### Economy & Neighbourhoods Panel

Steve Copley, Principal Governance & Democratic Engagement Officer

### Health & Adult Social Affairs Panel

Richard Dunne, Principal Governance & Democratic Engagement Officer

### Joint Health Scrutiny

Richard Dunne, Principal Governance & Democratic Engagement Officer

Alaina McGlade, Governance & Democratic Engagement Officer