



Democratic Services

# Scrutiny Management Committee

**TUESDAY 26 JULY 2016**

**7.00 pm**

**COUNCIL CHAMBER, CIVIC OFFICES,  
CENTRAL MILTON KEYNES**

**A G E N D A**

**[www.milton-keynes.gov.uk/scrutiny](http://www.milton-keynes.gov.uk/scrutiny)**

Councillor I McCall (Chair)

Councillors: Bint, Brackenbury, Clifton, A Geary, D Hopkins (Vice-Chair), Khan, Miles (Vice-Chair), Patey-Smith and K Wilson

For more information about the meeting please contact Simon Heap on (01908) 252567 or by e-mail [simon.heap@milton-keynes.gov.uk](mailto:simon.heap@milton-keynes.gov.uk)



## **What is Overview and Scrutiny?**

Each local authority is required by law to establish an overview and scrutiny function to support and scrutinise the Council's executive arrangements.

Each select committee has its own remit as set out in its terms of reference but they each meet to consider issues of local importance.

They have a number of key roles:

- Providing a critical friend challenge to policy makers and decision makers
- Enabling the voice and concerns of the public
- Driving improvement in public services.

The select committees consider issues by receiving information from and questioning officers and external partners to develop an understanding of proposals or practices. They then develop recommendations to provide to officers, Members or external partners that they believe will improve performance, or as a response to public consultations.

As select committees have no executive powers they often present their conclusions in the form of recommendations that can be provided to the Council, Cabinet or external agencies. Members will often request a formal response and progress report on the implementation of recommendations that they have provided to various parties.



## **SCRUTINY MANAGEMENT COMMITTEE**

### **TERMS OF REFERENCE**

1. To act as the Council's Statutory Scrutiny Committee in respect of:
  - (a) Flood and Water Risk Management;
  - (b) Crime and Community Safety; and
  - (c) The Councillor Call for Action.
2. To agree a theme(s) to guide the work of task and finish review groups, taking account of the priorities identified at the annual priorities setting event and by other means.
3. To agree the work programme for the task and finish review groups, the Budget Scrutiny Committee, the Children and Young People Committee and the Health and Adult Social Care Committee, ensuring that they are comprehensive, avoid duplication and contribute to the Council's priorities.
4. To agree the scope and responsibilities for each task and finish review group, on the recommendation of the task and finish review group.
5. To appoint task and finish review groups.
6. To appoint the Chairs of the task and finish review groups normally on a politically proportional basis, in consultation with Group Leaders taking account of the skills and experience required.
7. To confirm the appointment of councillors and co-opted members to the task and finish review groups.

Nominations to the task and finish review groups will be made by the Chair of the Task and Finish Review Group. The Chair will consult individual Political Group Leaders before nominating any councillors from the Group Leader's Group.
8. To appoint one of the Management Committee to act as a sponsor / mentor to each of the task and finish review groups.
9. To arrange for scrutiny of any urgent topics which the Management Committee consider urgent during the year.
10. To arrange for the monitoring of the overall performance of the Council's services and the delivery of the Council Plan, and its projects, in order that recommendations may be made to appropriate Council bodies, as necessary.
11. To report to the Council on the work of the overview and scrutiny function on an annual basis.
12. Where it is not practicable to wait to the next meeting of the Scrutiny Management Committee, the Service Director (Legal and Democratic Services) may, in consultation with the Chair and Vice-Chairs of the Scrutiny Management Committee, agree any items in accordance with Terms of Reference 3 to 9 above.



## **AGENDA**

### **1. Welcome and Introductions**

The Chair to welcome Members, officers and the public to the meeting and introduce Members and officers who are present.

### **2. Apologies**

To receive any apologies.

### **3. Disclosures of Interest**

Members to declare any disclosable pecuniary interests, or personal interests (including other pecuniary interests), they may have in the business to be transacted, and officers to disclose any interests they may have in any contract to be considered.

### **4. Minutes**

To approve, and the Chair to sign as a correct record, the Minutes of the meeting of the Committee held on 22 June 2016 (Item 4) (**Pages 6 to 9**).

### **5. Decisions of the Committee's Planning Group – 30 June 2016**

To consider confirming the actions agreed by the Committee's Planning Group at its meeting held on 30 June 2016 (Item 5) (**Pages 10 to 12**).

### **6. Future Working Programme**

To consider a report from the Service Director (Finance and Resources) on the Council's Future Working Programme (Item 6) (**to be circulated under separate cover**).

Councillor Middleton (Cabinet member for Resources and Innovation) will also be in attendance.

### **7. Scrutiny Management Committee - Work Programme 2016/17**

To consider and comment on the Committee's Work Programme for 2016/17 (Item 7) (**Page 13**).





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## **Agenda**

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Minutes of the SCRUTINY MANAGEMENT COMMITTEE held on WEDNESDAY 22 JUNE 2016 at 7.00 pm

**Present:** Councillor I McCall (Chair)  
Councillors Bald (substitute for Councillor A Geary), Bint, Brackenbury, D Hopkins (Vice-Chair), Miles (Vice-Chair), Patey-Smith and K Wilson

**Officers:** D Sharkey (Corporate Director – Place), S Bridglalsingh (Acting Service Director [Legal and Democratic Services]), B Matthews (Head of Transport Innovation) and S Heap (Committee Services and Scrutiny Manager)

**Apologies:** Councillors Clifton, A Geary and Khan

**Also present:** Councillor C Williams and 1 member of the public

#### **SM04 MINUTES**

RESOLVED -

That the Minutes of the meetings of the Scrutiny Management Committee held on 9 March and 25 May 2016, be approved and signed by the Chair as a correct records.

#### **SM05 DECISIONS OF THE COMMITTEE'S PLANNING GROUP**

The Committee considered the decisions from the meetings of the Committee's Planning Group held on 7 April and 7 June 2016.

The Committee noted that a number of the decisions would be the subject of further reports to the Planning Group.

It was also noted that it was hoped to hold an initial meeting with councillors from Northamptonshire County Council in late July to consider an approach to scrutinising the LGSS Joint Committee.

Arising from the decisions the Committee considered the extent of its forthcoming scrutiny of the Highways Contract and how evidence for reviews was gathered.

RESOLVED –

1. That the decisions made by the Committee's Planning Group at its meetings held on 7 April and 7 June 2016 be confirmed.
2. That, with regard to Item 7 (Work Programme 2016/17), it was agreed that the criteria for the replacement of road signs should be added for consideration by the Committee when considering the performance management of the Highways Contract.

3. That the Planning Group be requested to consider the possibility of advertising publically for evidence prior to consideration of the topic by a scrutiny body.

**SM06**

### **HOUSING AND COMMUNITY COMMITTEE WORK PROGRAMME 2016/17**

The Committee considered the draft Work Programme for the Housing and Community Committee, which was presented by Councillor C Williams, the Chair of the Committee.

The Committee discussed the extent of the Work Programme, the request for additional meetings beyond the standard four and the pressure supporting the additional meetings would place on the resources of officer colleagues.

It was suggested that some of the items included in the draft Work Programme might, as they were of a cross cutting nature, be scrutinised elsewhere, or well within the remit of another committee of the Council.

It was also suggested that to aid the Management Committee in deciding on priorities if Committee work programmes included objectives against each of the items it wishes to scrutinise.

The Chair of the Housing and Community Committee assured the Management Committee that the Committee's Planning Group had prioritised the work programme very carefully and had left off a number of important items. The Chair also referred to the levels of public interest in a number of the items, particularly homelessness.

RESOLVED –

1. That a programme of six meetings for the Housing and Community Committee be agreed, with the possibility of an additional meeting in April 2017.
2. That the Housing and Community Committee be requested to review the Work Programme to ensure that scrutiny of all of the items listed is essential.
3. That the Scrutiny Management Committee's Planning Group be requested to consider whether any of the items listed in the Work Programme could more appropriately be scrutinised elsewhere.
4. That the Housing and Community Committee be requested to provide objectives against each of the items it wishes to scrutinise.
5. That the Scrutiny Management Committee monitor resources available to support the scrutiny process to ensure that demand does not exceed resources available.

**SM07**

### **REPORT OF THE PROVISION OF GP SERVICES IN MILTON KEYNES TASK AND FINISH GROUP**

The Committee considered the report of the Provision of GP Services in Milton Keynes Task and Finish Group, which was presented by the Chair of the Group, Councillor I McCall.

The Chair referred to the composition of the Group which had included a representative of Health-Watch and, initially, The Council's Older Persons Champion. The Chair also referred to the breadth of evidence which had been gathered by the Group, which included evidence from fellow councillors, officer colleagues, health bodies; including NHS England, patient surveys and publications.

The Chair particularly referred to the pressure on existing surgeries resulting from the growth of Milton Keynes and the failure of health care provision to keep pace and, in many cases, difficulties experienced by patients in getting an appointment.

The Chair suggested that one of the key recommendations from the Group was the need for clear signposting and better education so that patients accessed health care from the most appropriate source, which might not be the GP.

The Committee discussed the evidence base for the report particularly the basis of the data being used by NHS England for planning purposes, how the recommendations in the report should be taken forward, including whether NHS England should be invited to present to the Council its plans for health care provision in Milton Keynes and respond to questions from Councillors.

The Committee noted that the report was also to be presented to the Health and Adult Social Care Committee which, amongst other things, would consider taking up the issues in the report with the Clinical Commissioning Group and whether it was appropriate to seek the support of the Cabinet for any of the recommendations.

It was suggested that there should be a protocol between the Clinical Commissioning Group, NHS England and the Health and Adult Social Care Committee on providing information and answer questions to aid scrutiny.

The Committee also discussed its role in considering reports from the Task and Finish Groups it established.

#### RESOLVED –

1. That the report of the Task and Finish Group be welcomed.
2. That the Task and Finish Group be requested to consider:
  - (a) requesting NHS England to supply / publish the data referred to at questions 1, 3, 4 and 5;
  - (b) seeking the support of the Local MPs to the report;
  - (c) forwarding the report to appropriate Government Ministers so that they are aware of the situation in Milton Keynes; and
  - (d) seeking extensive publicity for the report.

3. That the Council be requested to consider inviting NHS England to attend a full Council meeting to provide the Council with an up-date on healthcare provision in Milton Keynes and respond to the issues identified in the report
4. That the Council's Communications Team be requested to publicise the report and make it available to the media.

**SM08**

### **REPORT OF THE TRANSPORT INNOVATIONS TASK AND FINISH GROUP**

The Committee considered the report of the Transport Innovations Task and Finish Group, which was presented by Councillor Eastman, the Chair of the Group, who outlined the key points arising from the report, particularly those innovations which could address some of the transport problems facing Milton Keynes, and referred to the range of evidence the Group had received.

The Chair specifically referred to SMART / integrated ticketing, bus on demand pilot schemes, the important role of 'park and ride', the introduction of Urban Transport Management Control Systems, various parking initiative; including pay on exit and greater use of available data to manage traffic flows as some of the shorter term initiatives that could be considered.

The Committee recognised that the transport situation in Milton Keynes was such that a number of short term initiatives, as well as longer term more innovative solutions, were needed. Also that it was important that transport issues were addressed as a key feature in the Council's long term planning.

**RESOLVED –**

1. That the report of the Task and Finish Group be welcomed
2. That the report be supported for referral to Cabinet.

**THE CHAIR CLOSED THE MEETING AT 8.55 PM**

## SCRUTINY MANAGEMENT COMMITTEE PLANNING GROUP – 30 JUNE 2016

AGENDA ITEM NUMBER	SUBJECT AND RESOLUTION	PERSON RESPONSIBLE FOR ACTION
2.	<p><b>Outcomes from the Scrutiny Management Committee Planning Meeting – 7 June 2016</b></p> <p>The outcomes from the meeting held on June 2016 were received and it was noted that the reference to ‘Conservative’ in Item 3 should be a reference to ‘Labour’.</p> <p><b>Outcomes from the Scrutiny Management Committee – 22 June 2016</b></p> <ol style="list-style-type: none"> <li>1. That in future, when considering a work programme for a particular committee the Management Committee be also supplied with the work programmes for all the scrutiny committees to allow comparison.</li> <li>2. That the Planning Group, at a future meeting, discuss the approach to be adopted by the Management Committee when receiving Task and Finish Group reports.</li> </ol>	<p>Committee Services and Scrutiny Manager</p> <p>Committee Services and Scrutiny Manager</p>
4.	<p><b>Future Working Programme</b></p> <p>The Planning Meeting agreed that the report to the meeting on 26 July 2016 would cover:</p> <ol style="list-style-type: none"> <li>(a) Agile Working, the plans and benefits; and</li> <li>(b) Details of the Build Programme.</li> </ol>	<p>Service Director (Finance and Resources)</p>
5.	<p><b>Community Safety</b></p> <ol style="list-style-type: none"> <li>1. That the Head of Community Safety circulate to the members of the Planning Group the outcomes from the review of the Community Safety Partnership.</li> <li>2. That the Committee’s Work Programme updated to include:               <ol style="list-style-type: none"> <li>(a) A Review of Neighbourhood Policing for the meeting on 26 October 2016; and</li> <li>(b) A Review of the Community Safety Partnership for the meeting on 25 January 2017.</li> </ol> </li> </ol>	<p>Head of Community Safety</p> <p>Committee Services and Scrutiny Manager</p>

AGENDA ITEM NUMBER	SUBJECT AND RESOLUTION	PERSON RESPONSIBLE FOR ACTION
6.	<p><b>Communications</b></p> <ol style="list-style-type: none"> <li>1. That the Council's Communications Team work with the Chairs of the Scrutiny Committees / Task and Finish Groups and the Overview and Scrutiny Officers to promote and publicise key pieces of work / reports produced by the committees / task and finish groups.</li> <li>2. That the Head of Communications be supplied with a copy of the work programmes for the scrutiny committees to help identify key reports for publicity.</li> <li>3. That the Head of Communications be requested to work with Committee / Task and Finish Group Chairs / Overview and Scrutiny Officers to publicise issues / reviews where evidence / views are being sought in advance to inform the terms of reference for the review.</li> </ol>	<p>Head of Communications</p> <p>Committee Services and Scrutiny Manager Head of Communications</p>
7.	<p><b>Performance Monitoring Issues</b></p> <p>That consideration of the Quarterly Performance Report and the various performance reporting issues raised by the Group at its 7 April 2016 meeting be deferred to the next meeting of the Planning Group.</p>	<p>Committee Services and Scrutiny Manager / Head of Policy and Performance</p>
8.	<p><b>Housing and Community Committee Work Programme</b></p> <p>That the Management Committee consider the following items currently within the Work Programme for the Housing and Community Committee:</p> <ol style="list-style-type: none"> <li>1. Local Regeneration Plans (RegenerationMK) to determine where and how these are scrutinised</li> <li>2. 'Landbanking' and Under Development of Sites</li> </ol>	<p>Committee Services and Scrutiny Manager</p>



AGENDA ITEM NUMBER	SUBJECT AND RESOLUTION	PERSON RESPONSIBLE FOR ACTION
9.	<p><b>Children and Young People Committee Work Programme 2016/17</b></p> <ol style="list-style-type: none"> <li>1. That the Children and Young People Committee be permitted to hold an additional meeting at the beginning of December 2016 to consider innovations in Children's Social Care.</li> <li>2. That the Health and Adult Social Care Committee's Planning Group be requested to consider how it could work jointly with the Children and Young People Committee to scrutinise the Health and Wellbeing Board.</li> </ol>	Committee Services and Scrutiny Manager
10.	<p><b>Future Meetings of the Planning Group</b></p> <p>That the Committee Services and Scrutiny Manager identify dates for future planning meetings in conjunction with the Planning Group.</p>	Committee Services and Scrutiny Manager



## SCRUTINY MANAGEMENT COMMITTEE WORK PROGRAMME 2016/17

### **26 July 2016**

Future Working Programme

### **7 September 2016**

Highways Contract – Performance and Contract Management Arrangements including the Criteria for Pothole Repair and the criteria for the replacement of road signs.

### **26 October 2016**

Review of Neighbourhood Policing

### **22 November 2016**

Community Assets Transfer Programme (The criteria, the process, are the expected benefits to both the Council and the community being delivered?)  
Evidence from witness from organisations which have had assets transferred to them – both positive and negative experiences.

### **25 January 2017**

Review of the Community Safety Partnership

### **8 March 2017**

A review of the implementation of the recommendations from the Community and Cultural Services Review

Scrutiny Annual Report

### **Date to be Allocated**

Directly Provided Domiciliary Care Services

‘Landbanking’ and Under Development of Sites

Local Regeneration Plans (RegenerationMK) to determine where and how these are scrutinised