



Annual Council

8 May 2017

Subject: Annual Report from the Challenge and Improvement Committee 2016/17

Report by:

Director of Resources

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Councillor Paul Howitt-Cowan
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Purpose / Summary:

To present the Annual Report

RECOMMENDATION(S):

- 1) That Members receive the Annual Report from the Challenge and Improvement Committee**

IMPLICATIONS

Legal:

The Chairman of the Committee is required constitutionally (Part 1 Page 17 paragraph 7.6) to submit an annual report to Council on the work his Committee has undertaken.

Financial :

None arising directly from this report

Staffing

None arising directly from this report:

Equality and Diversity including Human Rights :

N/A

Risk Assessment :

N/A

Climate Related Risks and Opportunities :

N/A

Title and Location of any Background Papers used in the preparation of this report:

Agendas and Minutes arising from the meetings of the Challenge and Improvement Committee held during 2015/16 located on the website

Call in and Urgency:**Is the decision one which Rule 14.7 of the Scrutiny Procedure Rules apply?**

i.e. is the report exempt from being called in due to urgency (in consultation with C&I chairman)

Yes

No

x

Key Decision:

A matter which affects two or more wards, or has significant financial implications

Yes

No

x

1. Introduction and Context

1.1 The Chairman of the Committee is required constitutionally (Part 1 Page 17 paragraph 7.6) to submit an annual report to Council on the work his Committee has undertaken over the previous year.

1.2 The Chairman's Annual Report is set out below.

2. Chairman's Annual Report

2.1 The primary role of the Challenge and Improvement Committee is to scrutinise the Council in a positive and effective manner, however, it has to be appreciated that all committees are there primarily to hold to account West Lindsey District Council. I cannot over emphasise the need for colleagues to study all papers and reports well in advance of meetings and to contact officers for clarification before the committee meets in order to be well informed to arrive at a decision and to remember, that if colleagues are unsure to therefore to defer that decision, until they feel comfortable to proceed.

2.2 The central thrust of this year has been to make the Committee robust and give it greater credibility as a scrutiny body, which is non-political, without fear or favour, working solely to enhance the work of The Council. I feel we have achieved this in a variety of ways and set out below the range of activity the Committee has been involved in:

- Continued Work of the Democracy Working Group
- Re-establishment of the Progress and Delivery Working Group
- Review of Operating Methodology
- Continued Programme of Public Body Scrutiny including a yearlong commission into Youth Unemployment
- Items Selected for Pre-Scrutiny to Assist in Policy Development
- Continued Work of the South West Ward Working Group
- Establishment of a Joint Health Commission with the Prosperous Communities Committee
- Monitoring and Overseeing the Development Management Improvement Plan.

3. **Continued Work of the Democracy Working Group** – C&I set up a small democracy group during 14/15 with the initial aims of promoting the concept of democracy across the District and to look at possible initiatives which would engender greater participation in the democratic process and uphold the principles which support effective democratic operations. The work undertaken by the Group in 15/16 was reported through our last Annual Report.

3.2 The Group has continued to work throughout the 16/17 Civic Year, and following a change in Membership currently comprises Councillors Anne Welburn, Roger Patterson and Giles McNeil and Angela Lawrence.

3.3 The Chairman of the Council and the Chairman of the Challenge and Improvement Committee are now advisors to the Group and we have formalised and extended the Group's Terms of Reference to include being a sounding board for all civic matters as and when referred to the Group in response to concerns raised by Members that there was no forum to discuss such.

3.4 Along with the reconfiguration of the chamber the DWG have been progressing the following initiatives to promote democracy and youth engagement within the District:

- Engagement with both primary and secondary schools regarding making use of the facilities at the Guildhall and for Members of the Council to visit their schools respectively - All primary schools within the district have received a letter from the Chairman inviting use of Council facilities to host their Youth Council meetings. Unfortunately take up has been slow. Further, all Secondary Schools have received a letter to arrange a series of visits over the remainder of the four-year term following a pledge to visit them all prior to the All-Out elections in 2019. Work is being considered on developing a pack to support Members of Council on the promotion of democracy in schools.
- Flag Poles at Schools - funding was to be made available for schools to purchase flag poles and be involved in flag raising days for the District – however there has been little interest from schools.
- Fulfilling its role as a Civic Matters Sounding Board, having had two matters referred to it to date, this being transport and the civic inventory.

The DWG welcome any civic matters that Members wish to refer to the board for discussion, and the meetings are open for any Councillor to attend.

- 18th Birthday Card. This had been removed from the Groups work plan due to the anticipated costs. On further research with other local authorities on their arrangements, many of them had also withdrawn the issue of birthday cards. Therefore, instead, the DWG asked to consider messages that can be added to the WLDC website and social media. This amended project has been re-entered into the four year plan.

3.5 Despite extensive work and investigation being undertaken regarding the configuration of the Council Chamber, following full engagement with all Members at the request of this Committee a recommendation of “no change” was ultimately submitted to full Council in early 16/17.

3.6 This work and subsequent debate at Full Council did however provide Members with an opportunity to air their concerns. As a result the following improvements have been made: -

- Screens located in the Chamber to provide all Members with a view of speakers, and for members of the public to see the debate.
- New Microphone system installed to replace the faulty Beyer system, providing a better sound quality to meetings.

This system has the potential to assist with electronic voting on all decisions, assisting with transparency on decision making. Further, assistance can be given to the Chairman and Vice Chairman through using the speaker queuing system function.

The DWG wish to further consider the potential of the system and trial it at a forthcoming committee meeting.

3.7 The DWGs revised four year plan to promote democracy and youth engagement, was agreed by the Committee at its meeting on 1 September and is set out below

CIVIC YEAR	PRIORITY 1	PRIORITY 2	PRIORITY 3	ADDITIONAL WORK
15/16	Reconfiguration of the Council Chamber to aid debate and democratic process	Road Safety Partnership	18 th Birthday notifications for new voters.	
16/17	Reintroduction and development of Primary Youth Council Meetings in the Chamber	Commence Secondary School Visits for all Members of Council	Flags and Flagpoles for Schools Initiative	Making best use of the new conferencing equipment to aid the democratic process
17/18	Road Safety Partnership	Focus on Scouting / Guiding	Focus on Cadets and Introduce a Chairman's Cadet	
18/19	Introduction of Youth Chairman and Youth Council for WL	Youth Council to lead on projects such as a Takeover		

3.8 If on investigation by the Group it is found any of the priorities detailed in their Plan might result in financial, staffing or other implications, for example the "making better use of the new conferencing equipment to aid the democratic process", a separate report will be submitted to the relevant Committee for Member consideration.

3.9 The work of this Group has been much appreciated. Progress in the latter half of 2016/17 has been impeded due to the Lead Officer having left the Authority. However it is anticipated work will recommence in 2017/18 with the priorities being those previously established for 2016/17.

4 **Re-establishment of the Progress and Delivery Working Group –** C&I re-established the successful progress and delivery working group in December 2016 and the Group comprises Councillors A. White, C Strange and P Howitt Cowan.

4.1 This Group has reviewed with officers the effectiveness and usefulness of the measures included in the current progress and delivery reports to ensure that what is reported to the public, partners and stakeholders is relevant and relates to the aims and objectives of the Council's Corporate Plan. The review also aimed to ensure the measures used to would give members the information they needed to assure themselves that performance across the council is being properly managed.

4.2 The working group were asked to look at the following aspects of performance management:

- Review the measures used in the current year. Confirm they were the appropriate measures for members to be assured that the Council as whole was performing at the right level and where performance was below acceptable levels that the remedial measures proposed would deliver the required improvements.
- Consider how these measures provided a performance management framework for the organisation that allowed Members to monitor progress against the Corporate Plan, service delivery and projects at the delivery stage.
- Agree changes to the measures used to report performance to members for inclusion in the reports from the start of the 2017/18 municipal year.

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 - Agree changes to the measures used to report performance to members for inclusion in the reports from the start of the 2017/18 municipal year.
- 4.3 Members have reviewed the current reporting format and content, scrutinised the Council's current Corporate Scorecard, and had sight of a proposed set of measures to oversee delivery against the new Corporate Plan priorities. This meeting took place with the nominated members on 2 March 2017.
- 4.4 The group confirmed that the "by-exception" nature of the report be continued and that the format which had been adopted for 2016/17 was easier to understand. The "narratives" which had been introduced were useful especially where a service was performing in accordance with its targets and therefore would not be reporting its performance to members as a matter of course.
- 4.5 At the meeting of the group members were able to review all the measures proposed for 2017/18 and endorsed their use for the coming year.
- 4.6 Work is now underway across the Council to firm up the measures to be used for 2017/18.
- 4.7 It is good practice for performance measures to be reviewed annually to ensure that they still reflect the priorities of the council, new work which has been started in 2016/17, and pick up any member concerns which have been expressed during the year.
- 4.8 The Challenge and Improvement Committee will be establishing this working group on an annual basis.
- 5 **Review of Operating Methodology** – to ensure the on-going effectiveness of the Committee, a review of its operating methodology

was undertaken. This has now become annual practice for the Committee.

5.1 The methodology subsequently adopted was primarily the same as that which has been operated over the last two municipal years, but had two proposed changes:

- It provided for the exclusion of re-discussion of an issue within six months of first consideration. This reflected the approach taken by Policy Committees in the Constitution.
- It provided for Oversight Commissions to be undertaken to support the Policy Committees.
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5.2 The agreed oversight commissions process is summarised below, and will be included in the Constitution as part of its annual review: -

- *Part of the role of the Challenge and Improvement Committee is to provide support to the two policy committees by holding commissions on specific areas as requested by those committees.*

To commence a commission: -

- *the Prosperous Communities Committee and/or the Corporate Policy and Resources Committee will agree the purpose, scope and terms of reference of a commission and make a formal request via the Chair of Challenge and Improvement (by formal report) that a commission is established to investigate in detail a particular issue from a national, regional, sub-regional and local perspective.*
- *The proposed report and terms of reference for a commission should be agreed with the Chair of Challenge and Improvement Committee prior to being submitted to the commissioning policy committee for agreement.'*
- *In undertaking such a commission, the Challenge and Improvement Committee may hold inquiries and investigate options for future direction in policy development. They may appoint advisers and assessors to assist in this process. They may go on site visits, conduct public surveys, hold public meetings, commission research and do all other things that they reasonably consider necessary to inform their deliberations. They may ask witnesses to attend to address it on any matter under consideration and may pay to any advisers, assessors and witnesses a reasonable fee and expenses for doing so, as specified in the Constitutional operating procedures.*
- *if a budget is required this will need to be agreed by the commissioning Committee.*

- *The Challenge and Improvement Committee will report back their findings to the Commissioning Policy Committee.*
- 5.3 Furthermore, the Committee has also created, for clarity, an additional workflow diagram which reflects the approach to pre-decision scrutiny (by selection from the forward plan). It is being proposed that the Committee's detailed methodology and summary flow charts are included in the Constitution as an appendix, to give greater transparency of the processes the Committee use to establish their work plan.
 - 5.4 The Committee have effectively challenged the Policy Committees on a number of areas this year particularly where baselines have not been included and where explanatory and or rectification text has been omitted. Improved performance will be a continued focus for the Committee during 17/18 with the Committee having expressed an interest in enforcement which continues to be a concern.
 - 5.5 **Call-in** - The Committee have felt it necessary to use their formal call-in powers on one occasion this year in relation to the Future Operation of the Gainsborough Market.
 - 5.6 This subject had previously been pre-scrutinised by the Committee but its Member were not satisfied with the decision made by Prosperous Communities Committee in September 2016 and called it on the grounds that the decision had not been taken in accordance with the following principles of Article 12 of the Constitution
 - (e) a presumption in favour of openness
 - (f) contribute to the well-being of the area; and
 - (g) clarity of aims and desired outcome.
 - 5.7 Arising from the Call-in, considered by the Committee at its meeting in October 2016, recommendations were made to and accepted by the Prosperous Communities Committee.
 - 5.8 The Prosperous Communities Committee are continuing to work through the recommendations the Committee made and this work is expected to conclude in the early part of the 2017/18 civic year.
 - 5.9 Whilst the Committee welcome the fact that the Prosperous Communities Committee have taken on board their concerns to date, the Call-in process did prove difficult to operate.
 - 5.10 In light of this the Committee made a formal request via the Governance and Audit Committee that the process be reviewed as part of the annual review of the constitution to ensure its requirements are similar to that operated by other committee based local authorities. The Committee welcome in anticipation the outcome of this review.
 6. **Development Management Performance** - The Challenge and Improvement Committee have also been charged with overseeing the

implementation of the Development Management Improvement Plan and receive progress update reports approximately every six months. On receiving each report Members have commented on the noticeable improvements to-date and have been encouraged by the changes they have seen.

- 6.1 By October 2016 All recommendations from the Peer review report had been implemented. The staffing situation was more satisfactory and subject to further work being required in terms of S106 agreements, Members were very encouraged by performance to date
- 6.2 At our meeting in April 2017 we received the last such report and were satisfied enough to accept that the service now would report its performance through the usual P and D reporting process. We hope these improvements continue and wish to place on record our thanks and continued support for all involved in Development Management.
- 6.3 We will watch with anticipation the issue of Section 106s.

7 Continued Programme of Public Body Scrutiny - to enhance the accountability for service delivery and the effectiveness of other public service providers delivering for residents of the District, the Committee has continued with a programme of meetings with strategic partners to discuss their approach to addressing the strategic needs of the residents of the District.

- 7.1 However, as advised in our 2015/16 Annual Report the Committee revised their approach to public body scrutiny during 2016/17 to make it more outcome focussed, adopting a more themed approach.
- 7.2 Having expressed an interest in Youth Unemployment whilst considering their work plan for 16/17, Members received a briefing on the subject. This provided Members with:
 - An overview of the issue
 - A definition of youth unemployment
 - Detail of the then current and historic rates of youth unemployment (both locally and nationally)
 - An analysis of potential contributory factors
 - Case studies of interventions taken by other local authorities
 - Concluding remarks and potential solutions
- 7.3 Members took on board the content of the paper and determined to set work in motion to take a focused, structured look at the issue.
- 7.4 Members received a further report setting out a structured, chronological approach for consideration. This proposed that a series of bodies be invited to the Committee, starting with education through

to careers advice (or equivalent), employers' bodies and finally Department for Work & Pensions and/or supporting job scheme/training partner agencies.

- 7.5 The approach was intended to map the 'journey', interventions and approaches taken at differing stages by agencies to identify and remedy the issues that face the youth of the District in obtaining required qualifications, work skills and experience which support sustainable, rewarding employment.
- 7.6 Members supported the suggestions and work commenced. Hence, over recent committee meetings, Members have received presentations from a number of agencies involved in addressing and affected by the issue of youth unemployment.
- 7.7 The agencies that have attended are:
- i. Lincolnshire Careers Service
 - ii. Queen Elizabeth High School
 - iii. Gainsborough Academy
 - iv. Lincoln College
 - v. Community Learning in Partnership (CLIP)
 - vi. Lincoln & Gainsborough Adult Training
 - vii. Department for Work & Pensions
 - viii. Rand Farm Park

And written submissions have been received from:

- i. Cherry Willingham School
 - ii. North Lindsey College of Technology
 - iii. John Leggott VI Form College
 - iv. Bishop Burton College
 - v. Eminox
- 7.8 Each attendee has set out their views on the causes of youth unemployment, the role they play in alleviating it, the issues they face and further actions or assistance that are required to provide additional support.
- 7.9 Additionally, each agency has welcomed the opportunity to attend and the interest shown by the Committee in the subject matter.
- 7.10 The issues that have been raised are being considered to identify the means by which the Council can best provide support and leadership in order to address the problem.
- 7.11 A full conclusion report, including recommendations has been prepared for consideration by the Prosperous Communities Committee in the early part of 2017/18.

- 7.12 This work has proved both challenging and rewarding for the Committee and we wish to place on record our thanks to all those organisations who contributed to the work
- 7.13 Meetings have also been held with
- Police Inspector Outen to discuss Crime & Anti-Social Behaviour;
 - Detective Chief Superintendent Chris Davison – Lincolnshire Police
 - The Police and Crime Commissioner
- 7.14 It is usual practice for Inspector Outen to report to the Committee twice annually on general Crime and Anti-Social Behaviour Matters across the District. The Committee do not as routine prepare bespoke questions for him to respond to.
- 7.15 However Officers had become aware of a number of key areas of work both operationally and strategically which it is felt Elected Members would benefit from an enhanced insight into. This also afforded an opportunity to enhance the sessions and to enhance member understanding and further promote effective partnership working with Lincolnshire Police.
- 7.16 Having received a briefing note on a number of work areas both operational and strategic, the Committee formulated a number of questions to pose to Officers when they attended in November 2016, these related to:
- Integrated Offender Management – Changes. New Scheme
 - THRIVE
 - Rural Crime
 - Future Capacity, Structure & Local Priorities
 - Hate Crime
 - Customers with Arrest Warrants
 - Dangerous Dogs
 - Illegal Eviction
 - ATM Thefts
 - Market Rasen House
 - Street Lighting
- 7.17 A number of issues for response by the Police Commissioner were also identified and the following questions were posed to him in an informal session attended by Lead Members in January 2017
- Could you provide an overview of your priorities and content of the future Police and Crime Plan for Lincolnshire?

- How will the needs of local services and communities will be considered and that engagement will be meaningful in developing and delivering your priorities?
- Can you outline any changes to local policing provision in West Lindsey in the future?

The session was considered useful and Members of the Committee were provided with the Commissioner's responses.

7.18 As a result of the Committee's work in relation to the new arrangements for Integrated Offender Management

- WLDC home choices team will be represented at every ARC operational meeting.
- Home Choices Manager is a member of the ARC board
- Supt Chris Davison has provided a letter of support for a recent bid to dCLG, for funding to support the most vulnerable rough sleepers - this is on the basis of the links between homelessness and offending, and the likelihood of crossover of cohort between the 2 schemes.

7.19 Inspector Outen has been asked to provide information on additional work areas through his regular updates including information on: -

- Integrated Offender Management performance information, including West Lindsey specific information.
- the reporting of and responses to hate crime including West Lindsey specific information.
- specific updates on issues linked to Market Rasen House

7.20 Member engagement and attendance has been greatly raised through this area of the Committee's work. Copies of all the questions and answer sessions are available on the Members' Portal for future reference.

7.21 A programme of work for 2017/18 is in development which it is hoped will continue to be more outcome focussed. The themed approach to public body scrutiny has been welcomed and will be used going forward.

8 **Selection of Items for Pre Scrutiny to Assist in Policy Development** - a key role for the Committee is to take a pro-active stance in relation to the development of policy and to scrutinise

proposals in advance of implementation. The Committee therefore routinely scans the Forward Plan to identify any matters of interest that are worthy of scrutiny and discussion.

- 8.1 During the year the Committee pre-scrutinised the proposals relating to the Gainsborough Market.
- 8.2 Despite making recommendations to the Prosperous Communities Committee, as outlined in Section 5, the Committee did subsequently call this decision in. Work continues by the Prosperous Communities Committee.
- 8.3 To date the Committee have selected no further topics for advance scrutiny with a view to effecting and influencing policy decisions at the outset.

9 **Establishment of a South West Ward Working Group** – In response to a formal request from Council arising from a motion and question submitted, the Challenge and Improvement Committee established a South West Ward Working Group in the Autumn of 2015.

9.1 The terms of reference were:

“To review the effectiveness of the council and partner agencies approach to tackling incidents of anti-social behaviour and criminal activity in the south west ward of Gainsborough and work with these agencies to ensure that incidents are being dealt with efficiently and effectively within the context of the current powers and responsibilities available to the council and the partner agencies. On conclusion of the work to make recommendations to the Prosperous Communities Committee on how the approach to these incidents could be changed in order to improve efficiency and effectiveness”.

9.2 The group agreed that it would include the council's approach to out of hour's response to anti-social behaviour as part of this work.

9.3 The programme of meetings agreed were:

- 1. Review the current approach of the council, the policies that cover anti-social behaviour and the out of hours work and the data around the incidents of anti-social behaviour.
- 2. Review best practice – City of Lincoln
- 3. Talk to the partners involved – especially the chair of the south west ward steering.

9.4 The working group met three times during 2016/17 and at those meetings it:

1. Reviewed the current policies and approaches to tackling anti-social behaviour in the South West Ward with officers of the council.
2. Examined best practice in dealing with anti-social behaviour.
 1. Reviewed the incidents of anti-social behaviour and criminal activity in the south west ward in the last 12 months and
 4. Reviewed the current partnership approach to tackling these issues in a meeting with the chair of the South West Ward Strategic Group.
- 9.5 It has also reviewed the council's approach to responding to out of hours complaints about noise and anti-social behaviour.
- 9.6 The Committee received a conclusion report in October 2016 and agreed a number of recommendations relating to service delivery. (report CAI.28 16/17 refers)
- 9.7 The Committee also requested at that time that they continued to be kept abreast of the situation regarding the tackling of anti-social behaviour in South Ward of Gainsborough
- 9.8 The next update report is expected in May 2017.

10 Establishment of a Joint Health Commission with the Prosperous Communities Committee

- 10.1 At its meeting in November 2016, following a request from the Prosperous Communities Committee, the Committee agreed to establish a Joint Health Commission.
- 10.2 The agreed principal objective of the commission and the timetable for this work are set out in the brief attached at Appendix A.
- 10.3 The collection and analysis of evidence is primarily led by members with logistical support from officers.
- 10.4 In the short time that the health commission have been established, there has been an emphasis on working with partners to improve health and wellbeing outcomes for residents of West Lindsey. Building those relationships and establishing the health commission has been the primary focus to date.
- 10.5 The Health Commission have agreed to focus on 6 thematic areas and future work will align to these. Officers and members are working closely together and this is really positive.
- 10.6 Examples of work undertaken to date include:

- Letters to key partners, stakeholders and boards to introduce the work of the commission and its focus – positive responses from many, leading to the development of a roundtable meeting scheduled for 10/4/17 with key stakeholders to discuss WLDC's role in 'prevention' and to better understand opportunities for future partnership working. Attendance to include Chair of Health and Wellbeing Board, Gainsborough Town Council, LPFT, ULHT, LCHS, Healthwatch
- Supported by the Health Coordinator to map health care provision across the district. This will help inform where the commission wishes to focus its future partnership engagement
- Engaged with CCG in respect of the STP
- Engaged with CCG in respect of joint working opportunities including raising GP awareness of services offered by the council
- Initial engagement with partner organisations regarding the wider determinants of health including ageing population, homelessness, mental health and disability network to raise awareness of the work of the commission, mutual understanding of objectives and to build relationships and networks for the benefit of communities.
- Formed a link between the commission and Lincolnshire health scrutiny committee to ensure flow of information. Assurance given to Chair of Lincolnshire Health Scrutiny Committee that the Health Commission remit will not overlap.
- Provision of guidance and steer in respect of officers work on future tendering opportunities, evidence from health commission engagement with GP's has helped to shape this work. Agreement at committee that the commission will continue to play a key role in supporting and guiding officers on specific areas of work
- Motion passed by council – rural weighting allowance for GP's – media interest and support from other rural authorities. WLDC has recently been invited to join a rural services network to discuss this with other rural local authorities
- Officer representation at health and wellbeing board pre meeting is enabling flow of information

10.7 It is clear that there are a number of areas we already have responsibility for as a district council that contribute to health and wellbeing – guided by the findings of the commission, this presents an opportunity for continuous improvement to do things better.

- 10.8 It is early days, but it has been a really interesting and busy couple of months on this work. Members in partnership with officers are working really hard.
- 10.9 The Health Commission are expected to make their first formal interim report back to the Committee in May 2017.

11. Conclusion and Look Forward to Next Year

11.1 At the Committee's last meeting of the 16/17 Civic Year, Members gave consideration to areas they may wish to incorporate into their work plan for 17/18. The Committee will be guided by its terms of reference in deciding the areas it needs to scrutinise. However it requested Lead Members and Officers to give further consideration to the following possible areas: -

- Rural Community Issues
- Neighbourhood Plan Support
- Closer to the Customer Programme
- Homelessness and the new Legislation

A themed approach, as previously used, will be adopted where appropriate. The work plan will be further developed between the Chair of the Committee and the lead officer following the annual Council meeting before being agreed by the Committee.

Public Body Scrutiny

The Committee will be looking to invite Acis back to address the Committee regarding partnership arrangements.

12 Other Areas

12.3 The Committee will oversee the introduction of the revised Performance and Delivery Monitoring Reporting and evaluate its effectiveness towards the end of the municipal year.

12.3.1 The Committee will continue to monitor progress with the Market Operations Options.

12.3.2 The Committee will continue to monitor progress in the South West Ward and the development of partnership arrangements.

12.3.3 The Committee will see the Health Commission work to a conclusion and formulate recommendations back to the Prosperous Communities Committee

12.3.4 The Committee will continue to respond to direct requests to undertake work made either by Council or the Policy Committees.

12.3.5 The Committee will continue to build on effective working relationships with Lincolnshire Police

13. Concluding Remarks

13.1 The past Civic year has been a busy one and the next one looks busier still! In conclusion, may I express appreciation to the Vice Chairmen and Members of the Committee who have shouldered the responsibility of scrutinising key areas of the Council's business with integrity and in a non-partisan manner. Thanks also go to Mr Ian Knowles for his help and support throughout the past civic year and all Officers who have regularly contributed to the work of the Committee.

Can I also thank all those outside agencies who have taken the time to attend our meetings and from whom we have learnt a lot.

And finally we recall the good work done by my predecessor Cllr Alan Caine who sadly passed away a few months ago.

Brief for Health Commission Version 2 – 11th October 2016

What is the basis of this work?

To enable maximum impact with the Council's limited resources and our ability as a facilitator to help join up various issues on health prevention and delivery where possible.

To use the Council's role as problem solver, advocate, influencer and service deliverer to safeguard and promote the health and wellbeing of the District's communities.

What is the evidence of need?

- Increasing ageing populations, with increasing frailty increases demand on health services.
- Ability to access services where transport is not available including pressures on ambulance services.
- John Coupland+ Hospital and GP's services finding pressure in terms of demand and limited budgets to meet demand in cost effective ways.
- Difficulty in recruiting GPs, consultants, nurses resulting in pressures on existing services and waiting times. Particularly different roles, such as nurse prescribers and practitioners.
- The NHS England led process for Sustainable Transformation Plans, requires CCG's and commissions to engage with District Councils along with other community stakeholders in developing future strategies, which is what the Sustainable Transformation Plan (STP) is about. For both the Humber and Lincolnshire regions, including further afield where communities of West Lindsey may be accessing health services.
- Funding for health infrastructure in growth areas where housing will increase such as Fringe villages and Gainsborough.
- Active community networks and volunteers play a role to support patients, carers and service users. The Council plays a strong role in community development and promoting community action.

SCOPE

The scope of the work will be to look at the following areas and make recommendations.

- Item 1. To understand how we can help with John Coupland Hospital and GP surgery services, specifically helping in areas of prevention and health condition management.
- Access and map GP provision across West Lindsey and the present pressures. Map primary care services offered in surgeries and health centres.
- Item 2. Understand the STP proposals and recommend how the Council can help in shaping changes that have impact on areas such as:
- Health care prevention
 - Condition management
 - Independent living and housing
 - Integrated, efficient services and facilities
 - Access to services
- Item 3. Examine best practice in West Lindsey and elsewhere. Map community networks in West Lindsey for:
- Sustainable community action by groups including support to community leaders.
 - Volunteering and type of areas priorities/network.
 - Role of opticians, dentists, chiropody, schools and other health service points in helping prevention and health condition management.
 - The plans and expectations of pharmacies given the recent funding cuts
- Item 4. Understand the mental health and recovery issues, especially how physical and mental health conditions are interrelated. The role community plays and can further play in:
- Crisis prevention
 - Recovery
 - Housing/employment and social issues
- Item 5. Examine best practice locally, nationally, internationally for helping condition management especially:
- Dementia care and management
 - Diabetes
 - Vascular/heart diseases
 - Other priorities for West Lindsey based on JSNA evidence of health

conditions in Lincolnshire and West Lindsey

Item 6. Examine the way independent living can be helped particularly role of:

- Adaptations (DFGs, NHS and LCC Services)
- Supported/Extra Care accommodation
- Respite Care
- Hospice Care

Outcomes

1. Better Council understanding of health and wellbeing issues, how addressed and the role we can play.
2. Recommendations to various bodies including the Council on future policy and action, particularly partnership with health services and community to particularly improve the community action and housing.

ACTION AND RESOURCING

The Council does not directly provide health services and this is not a statutory area. However, the Council has played a major role in terms of community action, ensuring grants to improve community infrastructure and groups and securing other funding through community groups. In terms of action and how this work is organised it is proposed that we look at the following options:

- a) A task and finish approach for each scope item. This would need three meetings to:

One: Scope who needs to be invited and what information needed.

Two: Examine and hear evidence.

Three: Recommendations for action, short and long term.

Each task group session could run in parallel. So,
January:

- Meet to scope for the GPs, Task and Finish item
- Examine JSNA and STP evidence.

February:

- Examine GPs provision including hearing from speakers.
- Scope next task and finish item and who to invite e.g. Best practice community and volunteering.

March:

- Make recommendations on GPs.
- Scope next task and finish.
- Hear best practice evidence for community/volunteering item scoped in February.

Membership of the Group

The group will comprise of Members of the Council who are either Members of the Challenge and Improvement Committee or Members of the Prosperous

Communities Committee or Corporate Policy and Resources and Committee
(2 from each preferable)

The Group will also have the ability to co-opt up to two independent/lay members if they consider this appropriate to the work they are undertaking as it progresses.

The number of Members who are on the group should be sufficient to represent the views of the Committees, but small enough to be manageable. Members who are designated to serve on the group should give this work priority as the group needs to maintain its representation through the course of its work.

In order to maintain momentum, the quorum for the Group will be 4 elected Members

Timeline

It is anticipated that the group will take up to a year to complete its work. This will take it past the next annual council meeting. Therefore if a member is selected to serve on this group then that member will serve on the group into the next municipal year (2017/18).

- 30 August 2016 – First draft of brief considered at PCC Chairs Brief for initial member input and shaping.
- 28th September – PCC Chairs Brief draft to C&I Committee Chairs Brief.
- 11th October 2016 – Final draft of brief considered at PCC Chairs Brief for sign off to PCC.
- 25 October 2016 – Brief approved by PCC.
- 2 November 2016 – Approved brief considered at Challenge and Improvement Committee brief for sign off to committee.
- 15 November 2016 – Brief considered by Challenge and Improvement Committee.
- By end of November 2016 – First meeting of the member group.
- December to May 2017 – meetings with stakeholders.
- May 2017 - interim position update report be submitted to the Challenge and Improvement Committee
- May to September 2017 – prepare final report.
- October/November 2017 – Final report presented to PCC.