

Public Document Pack
SOUTHEND-ON-SEA BOROUGH COUNCIL

People Scrutiny Committee

Date: Thursday, 19th July, 2018 @ 17.00
Place: Committee Room 5 - Civic Suite
Contact: Fiona Abbott – Principal Democratic Services Officer
Email: committeesection@southend.gov.uk

AGENDA

**** **Part 1**

1 Apologies for Absence

2 Declarations of Interest

**** **OTHER SCRUTINY MATTERS**

3 Schools Progress Report
Report of Deputy Chief Executive (People)

4 Scrutiny Committee - updates
Report of Chief Executive

5 In depth Scrutiny projects and summary of work
Report of Chief Executive

6 Minutes of the Meeting of the Chairmen's Scrutiny Forum held on Monday, 11th June 2018

TO: The Chairman & Members of the People Scrutiny Committee:

Councillor C Nevin (Chair), Councillor M Borton (Vice-Chair)
Councillors B Arscott, S Buckley, L Burton, A Chalk, A Dear, D Garne,
S Habermel, T Harp, A Holland, J McMahon, C Mulrone, G Phillips,
M Stafford, C Walker and J Ware-Lane

Co-opted Members

Church of England Diocese –
E Lusty (Voting on Education matters only)

Roman Catholic Diocese –
VACANT (Voting on Education matters only)

Parent Governors

(i) VACANT (Voting on Education matters only)
(ii) VACANT (Voting on Education matters only)

SAVS – A Semmence (Non-Voting)
Healthwatch Southend – J Broadbent (Non-Voting)
Southend Carers Forum – T Watts (Non-Voting)

Observers

Youth Council -
(i) M Riley (Non-voting)
(ii) I Genius (Non-Voting)

Southend-on-Sea Borough Council

**Report of the Deputy Chief Executive
(People)**

to

People Scrutiny Committee

on

10th July 2018

Report prepared by: Amanda Champ
Head of School Performance & Improvement Service
(interim)

Schools Progress Report

**People Scrutiny Committee
Cabinet Member: Councillor Helen Boyd
A Part 1 Item**

1. Purpose of Report

To inform members of the current position with regard to the performance of all schools, including those schools causing concern, and to update on known Academy developments.

2. Recommendation

For members to note and approve the information in the report.

3. Background

Ofsted Inspections

Cecil Jones Academy was inspected 5th December 2017. The report was not published at the time of the previous scrutiny committee meeting but is now in the public domain. OFSTED has judged the school to be inadequate. The Director of Learning has been in constant dialogue with the DFE to ascertain arrangements for supporting the school to improve.

The following primary and secondary schools have been inspected since January 2018

(Due to the number of schools being inspected information is presented in table form for ease of reference)

Name of school	Date of inspection	OFSTED judgement	Short or full inspection
Chase High School	15/03/2018	Requires improvement	full
Eastwood Primary School & Nursery	06/03/2018	Good	Short
Edwards Hall Primary School	22/05/2018	Good	Short
Fairways Primary School	06/02/2018	Good	Short

Leigh North Street Primary School	22/05/2018	Requires improvement	full
Milton Hall Primary School and Nursery	22/02/2018	Good	Short
St Thomas More High School	24/04/2018	Good	Short
The Eastwood Academy	08/03/2018	Good	Short

Following inspection of Leigh North Street Primary School, which remains a Local Authority maintained school, the Head of School Improvement Service has had several meetings with the Head Teacher and Chair of Governors in order to support the school and ensure the implementation of a robust post Ofsted action plan utilising support from the Teaching School Alliance, local leaders of education and Southend Borough Council officers.

Overall, pupils attending a good or outstanding school in Southend is now 83.9% against our local authority target of 82.5% it should be remembered that a good judgement now is made against a more robust inspection framework than when a school was previously inspected.

Academies

We now have 34 Academies (Federation of Greenways and PLT Campus counted as one school each) in Southend. Our Lady of Lourdes Catholic Primary School and Sacred Heart Catholic Primary School and Nursery became academies, joining St Thomas More Secondary School (which was already a single Academy) to form the Assisi Catholic Trust on 1st May 2018.

The conversion of Futures College has been further delayed but now converted on 1st July 2018. Temple Sutton Primary school has also been further delayed and now due to convert 1st September 2018.

Two further Catholic Primary Schools, St George's and St Helen's are due to join the Assisi Trust on 1st Sept 2018.

Diminishing the Difference (previously known as 'narrowing the gap') Pupil Premium Strategy

The 'every child, every school, same opportunities' pupil premium strategy being led by Milton Hall Primary School and Barons Court Primary School (commissioned by the LA) is well underway. There has been an excellent engagement rate from primary schools accessing at least one element of the strategy. The universal offer is open to all primary schools with a bespoke offer for targeted schools which have been identified through analysis of pupil premium progress and achievement data.

Evaluation and review of the project to date indicates that 33/34 (97.1%) primary schools within Southend are engaging with elements of the project based on their school's current needs.

A visit to Thames View Infants School was implemented on 27.04.18 with 4 primary schools attending to view outstanding provision within the EYFS and KS1 curriculum.

Further to the visit to Thames View primary in Barking a visit is being arranged for the Headteacher (Paul Jordan) to visit Southend and work in partnership with Hamstel Infants, Prince Avenue and Milton Hall.

Grammar School Strategy

This year's grammar school media campaign is now in full swing (Media Campaign dates: 4th June – 20th July 2018.)

The 'no fuss 11+' website has proved extremely successful with 1363 views of the home page alone (analytics details in appendix 2). The social media campaign is now in phase 2 Summary of results, as at 20th June 2018 (after 2.5 weeks) evidence is that the messages were viewed over 78,000 times by parents in the borough, digitally.

Overall performance of schools

Attendance analysis for 2016-17 was released in March (updated May) 2018.

Overall absence has remained the same in Southend as previous years. We are in the top 25% and our absence rates remain below our statistical neighbours.

Primary/Secondary/Special	% Overall Absence				
	2015/16	2016/17	Rank	Quartile	Rank Change
Bournemouth	4.7	4.9	109	3	-17
East Sussex	5.1	5.2	143	4	-1
Isle of Wight	4.8	4.9	109	3	2
Kent	4.7	4.8	99	3	-7
Medway	4.8	4.7	78	3	33
Plymouth	4.6	4.9	109	3	-38
Poole	4.5	4.4	28	1	25
Sheffield	5.0	5.1	133	4	2
Swindon	4.4	4.6	57	2	-20
Telford and Wrekin	4.5	4.5	43	2	10
Southend-on-Sea	4.3	4.3	15	1	7
Statistical Neighbour Average	4.7	4.8			
ENGLAND	4.6	4.7			

4. Other Options

N/A

5. Reasons for Recommendations

N/A

6. Corporate Implications

6.1 Contribution to Council's Vision & Corporate Priorities

This report contributes to the Council's ambition that all schools will be good or outstanding.

6.2 Financial Implications

The work currently undertaken with school improvement is covered by the core staffing budget and the SLA with the teaching school alliance.

6.3 Legal Implications

None

6.4 People Implications

None

6.5 Property Implications

None

6.6 Consultation

None

6.7 Equalities and Diversity Implications

None

6.8 Risk Assessment

None

6.9 Value for Money

None

6.10 Community Safety Implications

None

6.11 Environmental Impact

None

7. Background Papers

None

8. Appendices

Appendix 1 - List of Southend Academies

Appendix 1 - List of Southend Academies (as at 29/06/18)

Academy name	Date of conversion	Multi-Academy Trust	Single Academy
Belfairs Academy	01/06/2012	Legra Academy Trust	
Blenheim Primary and Nursery	01/09/2016	Learning in Harmony Trust	
Bournemouth Park Primary School	01/02/2017	Eastwood Park Academy Trust (EPAT)	
Bournes Green Infant	01/09/2016	Southend East Community Academy Trust (SECAT)	
Bournes Green Junior	01/08/2017	Southend East Community Academy Trust (SECAT)	
Cecil Jones Academy	01/09/2015	Legra Academy Trust	
Chase High School	01/04/2015	Brentwood Academies Trust	
Darlinghurst School	01/01/2014	Legra Academy Trust	
Friars Primary School and Nursery	01/09/2016	Portico Academy Trust	
Hamstel Infant School and Nursery	01/09/2016	Portico Academy Trust	
Hamstel Junior School	01/09/2016	Portico Academy Trust	
Hinguar Community Primary School	01/09/2016	Southend East Community Academy Trust (SECAT)	
Kingsdown School	01/09/2017	SEN Trust Southend	
Lancaster School	01/09/2017	SEN Trust Southend	
Our lady of Lourdes Primary School	01/05/2018		
Porters Grange Primary School	01/04/2016	Portico Academy Trust	
Prince Avenue Academy & Nursery	01/04/2014	South East Essex Academy Trust (SEEAT)	
Richmond Avenue Primary and Nursery School	01/08/2017	Southend East Community Academy Trust (SECAT)	
PLT Southend Campus: Victory Park & Sutton House (formerly Seabrook College)	01/07/2017	Parallel Learning Trust (PLT)	
Sacred Heart Primary School	01/05/2018		
Shoeburyness High School	01/12/2011	Southend East Community Academy Trust (SECAT)	
Southend High School for Boys	01/02/2011		Southend High School for Boys Academy Trust

Southend High School for Girls	01/02/2011		Southend High School for Girls Academy Trust
St Bernard's High School	01/08/2011		St Bernard's High School
St Nicholas School	01/09/2017	SEN Trust Southend	
St Thomas More High School	01/08/2011		St. Thomas More High School
The Eastwood Academy	01/08/2011	Eastwood Park Academy Trust (EPAT)	
The Federation of Greenways Schools	01/10/2016	Learning in Harmony Trust	
The St Christopher School	01/03/2012	SEN Trust Southend <i>(previously a single academy trust)</i>	
The Westborough School	01/09/2010	The Challenger Multi Academy Trust	
Thorpedene Primary School	01/09/2016	Southend East Community Academy Trust (SECAT)	
Westcliff High School for Boys	01/09/2010		Westcliff High School for Boys
Westcliff High School for Girls	01/03/2011	South East Essex Academy Trust (SEEAT)	
West Leigh Junior School	01/04/2016	Portico Academy Trust	

Southend-on-Sea Borough Council

Agenda
Item No.

4

Report of Chief Executive to People Scrutiny Committee

On 10th July 2018

Report prepared by:
Fiona Abbott

Scrutiny Committee - updates A Part 1 Agenda Item

1. Purpose of Report

To update the Committee on a number of scrutiny matters.

2. Recommendations

- 2.1 That the report and any actions taken be noted.
- 2.2 To note the terms of reference for the Joint Scrutiny Committee looking at the STP, as set out at **Appendix 1**.
- 2.3 That 2 Members from the Committee be appointed as substitute Members to the Joint Scrutiny Committee looking at the STP.
- 2.4 To agree to the establishment of a sub group to scrutinise the Primary Care Strategy for south east Essex and 5 Members of the Committee be appointed to the sub group.
- 2.5 That the report and recommendations from the in depth scrutiny project 'Connecting communities to avoid isolation' attached at **Appendix 2**, be agreed and the Chairman be authorised to agree any final amendments to the draft report and that in accordance with Scrutiny Procedure Rule 10 (Part 4 (e) of the Constitution), to agree that the Chairman of the Project Team present the report to a future Cabinet meeting.
- 2.6 That the Youth Council be invited to present the outcomes from the mental health survey to the next meeting of the Scrutiny Committee.

3. Remit of People Scrutiny Committee

- 3.1 The Scrutiny Committee is responsible for the following areas:
 - All Child and Adult Education
 - Youth Services
 - Children's Social Services
 - Adult Social Services
 - Public Health
 - Commissioning/Procurement for Children, Adults and Public Health, and
 - Health scrutiny role (conferred by the Health & Social Care Act 2012)

Membership of the Committee also includes the statutory co-optees and other co-optees.

3.2 A Briefing Paper providing information specifically on health scrutiny and the health system locally has recently been sent to members of the Committee. Elsewhere on the agenda for this meeting is information on the range of work undertaken by the Scrutiny Committees during 2017/18.

4. Joint Health Overview and Scrutiny Committee – Mid and South Essex Sustainability & Transformation Partnership (STP)

4.1 Further to the meeting in April 2018, the Committee will be aware that in accordance with relevant regulations a Joint Scrutiny Committee has been established comprising Members from Essex County Council, Thurrock Council and Southend Council¹. The terms of reference of the Joint Scrutiny Committee were approved in February 2018 and reported to the People Scrutiny Committee in April 2018 and are re attached for information at **Appendix 1**.

4.2 The purpose of the Joint Scrutiny Committee is to respond to the consultation document on acute reconfiguration - 'Your Care in the Best Place' - in Mid and South Essex and to monitor and scrutinise the work of the STP. The formal response to the public consultation by the Joint Scrutiny Committee was submitted on 22nd March 2018. The independent analysis of consultation feedback was published on 22nd May 2018. The full report can be found <http://www.nhsmidandsouthessex.co.uk/have-your-say/outcome-of-consultation/>

4.3 Southend is the lead authority for the Joint Scrutiny Committee, which is chaired by Councillor Arscott. The other Southend Members on the Committee are Councillors Nevin, Borton and Habermel. It is recommended that 2 Members from the People Scrutiny Committee are nominated as substitute Members on the Joint Scrutiny Committee. The meetings rotate across Southend, Chelmsford and Grays.

4.4 The most recent meeting of the Joint Scrutiny Committee was held on 6th June 2018. At this meeting the Joint Scrutiny Committee discussed the consultation responses. The key findings were that the 5 principles consulted upon were broadly supported, however there was some local variation - less general agreement with the proposals from residents within the Southend CCG area and less agreement from Thurrock residents on proposals to close Orsett Hospital once services had been transferred to centres closer to people's homes.

4.5 The CCG Joint Committee is due to meet on 6th July 2018 to reach final decisions. A verbal update from the meeting will be provided to Members. There will be post decision scrutiny by the Joint Scrutiny Committee and response to decisions. The next formal meeting will be held at the end of August.

¹ The papers for the formal meetings of the Joint Scrutiny Committee are available on each of the participating local authority websites

5. Primary Care Strategy for south east Essex

- 5.1 At the last meeting of the Committee it was agreed that the following item would be added to the Committees' work plan – primary care / GP provision in the Borough. Elsewhere on the agenda for this meeting the Committee will receive a short briefing from the CCG on the Primary Care Strategy for south east Essex.
- 5.2 In view of the importance of the issue, it is recommended that a sub group of 5 Members from the Committee is established to undertake scrutiny of the strategy. The terms of reference and the work plan etc. will be considered at its first meeting.
- 5.3 There are essentially 2 'layers' to the Primary Care Strategy – the STP wide Strategy and then the CCG plan to deliver the Strategy at a CCG / locality level, so the sub group would be focussing on the local delivery plan. The scrutiny of the STP level plan is being undertaken by the Joint Scrutiny Committee (see item 4 above) and also the Health & Wellbeing Board.

6. Connecting communities to avoid isolation

- 6.1 At the meeting on 11th July 2017, the People Scrutiny Committee agreed that its in depth project for 2017/18 would be on 'Connecting communities to avoid isolation' (Minute 170 refers).
- 6.2 The project plan was agreed by the project team in October 2017 and endorsed at the Scrutiny Committee on 10th October 2017 (Minute 374 refers). The project team has held 5 meetings in total, including a facilitated workshop session on 22nd November and an evidence gathering session on the afternoon of 12th January 2018.
- 6.3 The Scrutiny Committee received a detailed update at the meeting on 30th January 2018 (Minute 696 refers) and at the meeting on 10th April 2018, the Scrutiny Committee agreed that the project would be concluded early in the 18/19 Municipal Year (Minute 899 refers).
- 6.4 The final report from the in depth scrutiny review undertaken in 2017/18 is now attached at **Appendix 2**. The Scrutiny Committee is recommended to endorse the conclusions from the review, for approval by Cabinet.

7. Other matters

- 7.1 Children's Services Improvement Plan Scrutiny Panel – the Committee will recall that the Panel was established last year to help provide additional challenge to the implementation of the action plan, to be made up of Members of scrutiny and key members of the Improvement Board. At the Council meeting in May, the following were appointed to the Panel – Councillors Nevin (Chair), Arscott, Chalk, Davidson and Walker. The Panel has now met on 7 occasions with the most recent meeting taking place on 13th June.
- 7.2 Re location of Carnarvon Medical Centre – on 6th June 2018 the CCG advised that the Carnarvon Medical Centre would be relocating to new premises within the North Road Primary Care centre, North Road on 9th July 2018. The Scrutiny

Committee members and Ward Councillors were advised about the change on the same day – see **Appendix 3**.

- 7.3 Youth Council – the Youth Council recently undertook a Mental Health School Survey of children & young people in Years 7 – 13. The Report is due to be published in September and will be launched at a ‘Skills for Life’ Conference. Schools and youth organisations will be encouraged to sign up to a Charter. It is recommended that the Youth Council will be invited to provide an overview of the survey and also the Charter at the next meeting of the Scrutiny Committee.
- 7.4 Healthwatch Southend Annual Report – the Annual Report 2017/18 has recently been circulated to the Scrutiny Committee. It is also available on the Healthwatch Southend website – www.healthwatchesouthend.co.uk
- 7.5 Draft Quality Report / Accounts 2017/18 - at the April meeting of the Committee members were advised about the arrangements for the receipt of the draft Quality Account from EPUT and Southend Hospital (Minute 899 refers). At the meeting, the Committee agreed that the documents would be circulated to Committee members for any comments and for a submission to be sent to the Trusts in the time frame.

Submissions were sent to the Trusts as follows:-

Southend Hospital (sent 11th May 2018)

“The draft Quality Report / Account has been shared with the Chairman and members of the People Scrutiny Committee at Southend-on-Sea Borough Council, which is the health scrutiny committee. No comments were received. This should in no way be taken as a negative response. The Committee has, in the main, been content with the engagement of local healthcare providers in its work over the past year.”

EPUT (sent 17th May 2018)

“The draft Quality Report / Account has been shared with the Chairman and members of the People Scrutiny Committee at Southend-on-Sea Borough Council, which is the health scrutiny committee. No comments were received. This should in no way be taken as a negative response.

The Committee has, in the main, been content with the engagement of local healthcare providers in its work over the past year. In particular the Committee welcomed the member briefing given earlier in the year about the new clinical model for local mental health services and also the Trusts involvement in the scrutiny investigation into connecting communities.”

It should be noted that the documents are sent to us when there are no meetings scheduled and also submitted during the election period leading up to the local elections in early May 2018. The Committee is asked to note the Quality Accounts received for comments and how these were dealt with.

8. Corporate Implications

- 8.1 Contribution to Council’s Vision and Critical Priorities – Becoming an excellent and high performing organisation.

- 8.2 Financial Implications – there are no financial implications arising from the contents of the report. The cost of any Joint Scrutiny Cttee work can be met from existing resources.
- 8.3 Legal Implications – the Scrutiny Committee exercises the health scrutiny function as set out in relevant legislation. Where an NHS body consults more than one local authority on a proposal for substantial development of the health service or a substantial variation in the provision of such a service, those authorities are required to appoint a Joint Scrutiny Committee for the purposes of the consultation. Only that joint committee may - make comments on the proposal to the NHS body; require the provision of information about the proposal; require an officer of the NHS body to attend before it to answer questions in connection with the STP proposals.
- 8.4 People Implications – none.
- 8.5 Property Implications – none.
- 8.6 Consultation – as described in report.
- 8.7 Equality Analysis– none.
- 8.8 Risk Assessment – none.

9. Background Papers

- Email circulating Health Briefing
- Notes from project team meetings
- Email correspondence regarding relocation of Carnarvon Medical Centre
- Email circulating Healthwatch Southend Annual Report
- Email correspondence to Health Trusts regarding Quality Account submission

10. Appendices

Appendix 1 – Terms of Reference of Joint Scrutiny Committee

Appendix 2 – in depth scrutiny project – draft report

Appendix 3 – CCG notification regarding Carnarvon Medical Centre

This page is intentionally left blank

**ESSEX, SOUTHEND AND THURROCK JOINT HEALTH SCRUTINY
COMMITTEE ON THE SUSTAINABILITY AND TRANSFORMATION
PARTNERSHIP / SUCCESS REGIME FOR MID AND SOUTH ESSEX**

TERMS OF REFERENCE

1.	Legislative basis
1.1	The National Health Service Act 2006, as amended by the Health and Social Care Act 2012 and the Localism Act 2011 sets out the regulation-making powers of the Secretary of State in relation to health scrutiny. The relevant regulations are the Local Authority (Public Health, Health and Wellbeing Boards and Health Scrutiny) Regulations 2013 which came into force on 1st April 2013.
1.2	Regulation 30 (1) states two or more local authorities may appoint a joint scrutiny committee and arrange for relevant health scrutiny functions in relation to any or all of those authorities to be exercisable by the joint committee, subject to such terms and conditions as the authorities may consider appropriate.
1.3	Where an NHS body consults more than one local authority on a proposal for a substantial development of the health service or a substantial variation in the provision of such a service, those authorities are required to appoint a joint committee for the purposes of the consultation. Only that Joint Committee may: <ul style="list-style-type: none"> • make comments on the proposal to the NHS body; • require the provision of information about the proposal; • require an officer of the NHS body to attend before it to answer questions in connection with the proposal.
1.4	This Joint Committee has been established on a task and finish basis, by Essex Health Overview Policy and Scrutiny Committee (County Council), Southend-on-Sea People Scrutiny Committee (Unitary Council) and Thurrock Health & Wellbeing Overview and Scrutiny Committee (Unitary Council).
2.	Purpose
2.1	The purpose of the Joint Committee is to scrutinise the implementation of the Mid and South Essex Sustainability and Transformation Partnership (STP) and Success Regime (SR) and how any service changes and proposals arising from them meet the needs of the local populations in Essex, Southend and Thurrock, focussing on those matters which may impact upon services provided to patients in those areas.
2.2	The Joint Committee will also act as the mandatory Joint Committee in the event that an NHS body is required to consult on a substantial variation or development in service affecting patients in the 3 local authority areas as a result of the implementation of the STP and SR.
2.3	In receiving formal consultation on a substantial variation or development in

	<p>service, the Joint Committee will consider:-</p> <ul style="list-style-type: none"> • the extent to which the proposals are in the interests of the health service in Essex, Southend and Thurrock; • the impact of the proposals on patient and carer experience and outcomes and on their health and well-being; • the quality of the clinical evidence underlying the proposals; • the extent to which the proposals are financially sustainable. <p>and will make a response to relevant NHS body and other appropriate agencies on the proposals, taking into account the date by which the proposal is to be ratified.</p>
2.4	The Joint Committee will consider and comment on the extent to which patients, the public and other key stakeholders have been involved in the development of the proposals and the extent to which their views have been taken into account as well as the adequacy of public and stakeholder engagement in any formal consultation process.
2.5	Notwithstanding any of the above, the relevant parent bodies may still exercise an overview role in relation to STP's, engaging in governance issues / strategic oversight and coordination across the STP footprints.
2.6	It is anticipated that the Joint Committee will continue its deliberations and hold meetings during the consultation and implementation of STP plans. The Joint Committee will review its remit after three years and also at any time at the request of any of the participating authorities.
3.	Membership/chairing
3.1	The Joint Committee will consist of four members representing Essex, four members representing Southend and four members representing Thurrock, as nominated by the respective health scrutiny committees.
3.2	Each authority may nominate up to two substitute members.
3.3	The proportionality requirement will not apply to the Joint Committee, provided that each authority participating in the Joint Committee agrees to waive that requirement, in accordance with legal requirements and their own constitutional arrangements.
3.4	Individual authorities will decide whether or not to apply political proportionality to their own member nominations.
3.5	The Joint Committee members will elect a Chairman and two Vice-Chairmen at its first meeting, one from each authority, so that each authority is represented in this role.
3.6	The Joint Committee will be asked to agree its Terms of Reference at its first meeting.
3.7	Each member of the Joint Committee will have one vote.

<p>4.</p> <p>4.1</p> <p>4.2</p>	<p>Co-option</p> <p>By a simple majority vote, the Joint Committee may at any time agree to co-opt representatives of organisations with an interest or expertise in the issue being scrutinised as non-voting members, but with all other member rights. This may be for a specific subject area or specified duration.</p> <p>Any organisation with a co-opted member will be entitled to nominate a substitute member.</p>
<p>5.</p> <p>5.1</p> <p>5.2</p> <p>5.3</p> <p>5.4</p> <p>5.5</p> <p>5.6</p>	<p>Supporting the Joint Committee</p> <p>The lead authority will be decided by negotiation with the participating authorities. The lead authority may be changed at any time with the consent of Essex, Southend and Thurrock.</p> <p>The lead authority will act as secretary to the Joint Committee. This will include:</p> <ul style="list-style-type: none"> • appointing a lead officer to advise and liaise with the Chairman and Joint Committee members, arrange meeting venues, ensure attendance of witnesses, liaise with the consulting NHS body and other agencies, and produce correspondence and scrutiny reports for submission to the health bodies concerned; • providing administrative support; • organising and minuting meetings. <p>The lead authority's Constitution will apply in any relevant matter not covered in these terms of reference.</p> <p>The lead authority will bear the staffing costs of arranging, supporting and hosting the meetings of the Joint Committee. Other costs will be apportioned between the authorities. If the Joint Committee agrees any action which involves significant additional costs, such as obtaining expert advice or legal action, the expenditure will be apportioned between participating authorities. Such expenditure, and the apportionment thereof, would be agreed with the participating authorities before it was incurred.</p> <p>The non-lead authorities will appoint a link officer to liaise with the lead officer, support liaison back to their respective HOSC and provide support to the members of the Joint Committee.</p> <p>Meetings shall be held at venues, dates and times agreed between the participating authorities.</p>
<p>6.</p> <p>6.1</p>	<p>Powers</p> <p>In carrying out its function the Joint Committee may:</p> <ul style="list-style-type: none"> • require officers of appropriate local NHS bodies to attend and answer questions; • require appropriate local NHS bodies to provide information about the proposals and to facilitate any site visits requested by the Joint Committee;

	<ul style="list-style-type: none"> • obtain and consider information and evidence from other sources, such as local Healthwatch organisations, patient groups, members of the public, expert advisers, local authority employees and other agencies. This could include, for example, inviting witnesses to attend a Joint Committee meeting; inviting written evidence; site visits; delegating committee members to attend meetings, or meet with interested parties and report back. • make a report and recommendations to the appropriate NHS bodies and other bodies that it determines, including the local authorities which have appointed the joint committee. • consider the NHS bodies' response to its recommendations; <p>6.2 In the event the Joint Committee is formally consulted upon a substantial variation or development in service as a result of the implementation of the STP, and considers:-</p> <ul style="list-style-type: none"> ➤ it is not satisfied that consultation with the Joint Committee has been adequate in relation to content, method or time allowed; ➤ it is not satisfied that consultation with public, patients and stakeholders has been adequate in relation to content, method or time allowed; ➤ that the proposal would not be in the interests of the health service in its area <p>the Joint Committee will consider the need for further negotiation and discussions with the NHS bodies and any appropriate arbitration.</p> <p>6.3 If the Joint Committee then remains dissatisfied on the above three points it may make comments to Essex, Southend and Thurrock Councils. Each Council will then consider individually whether or not they wish to refer this matter to the Secretary of State or take any further action.</p> <p>6.4 The power of referral to the Secretary of State is a matter which will not be delegated to the Joint Committee.</p> <p>6.5 Each participating local authority will advise the other participating authorities if it is their intention to refer and the date by which it is proposed to do so.</p>
<p>7.</p> <p>7.1</p> <p>7.2</p> <p>7.3</p> <p>7.4</p> <p>7.5</p>	<p>Public involvement</p> <p>The Joint Committee will usually meet in public, and the agenda will be available at least five working days in advance of meetings</p> <p>The participating authorities will arrange for papers relating to the work of the Joint Committee to be published on their websites, or make links to the agenda and reports published on the lead authority's website as appropriate.</p> <p>A press release may be circulated to local media at the start of the process and at other times during the scrutiny process at the discretion and direction of the Chairman and the two Vice Chairmen.</p> <p>Patient and voluntary organisations and individuals will be positively encouraged to submit evidence and to attend.</p> <p>Members of the public attending meetings and who wish to make a statement at the meeting must notify the clerk by close of business on the working day prior to</p>

	<p>the meeting. Each person will be limited to speaking for a maximum of three minutes. If the person speaking is speaking on behalf of a group / body, a spokesperson must be appointed. The period for statements from members of the public at the meeting will be at the Chairman's discretion and normally will not exceed 15 minutes in total. No response will be provided at the meeting.</p>
8.	Press strategy
8.1	The lead authority will be responsible for issuing press releases on behalf of the Joint Committee and dealing with press enquiries, unless agree otherwise by the Committee.
8.2	Press releases made on behalf of the Joint Committee will be agreed by the Chairman and Vice-Chairmen of the Joint Committee.
8.3	Press releases will be circulated to the link officers.
8.4	These arrangements do not preclude participating local authorities from issuing individual statements to the media provided that it is made clear that these are not made on behalf of the Joint Committee.
9.	Report and recommendations
9.1	The lead authority will prepare a draft report on the deliberations of the Joint Committee, including comments and recommendations agreed by the Committee. Such report(s) will include whether recommendations are based on a majority decision of the Committee or are unanimous. Draft report(s) will be submitted to the representatives of participating authorities for comment.
9.2	Final versions of report(s) will be agreed by the Joint Committee Chairman and two Vice Chairmen.
9.3.	In reaching its conclusions and recommendations, the Joint Committee should aim to achieve consensus. If consensus cannot be achieved, minority reports may be attached as an appendix to the main report. The minority report/s shall be drafted by the appropriate member(s) or authority (ies) concerned.
9.4	Report(s) will include an explanation of the matter reviewed or scrutinised, a summary of the evidence considered, a list of the participants involved in the review or scrutiny; and an explanation of any recommendations on the matter reviewed or scrutinised.
9.5	In addition, in the event the Joint Committee is formally consulted on a substantial variation or development in service, if the Joint Committee makes recommendations to the NHS body and the NHS body disagrees with these recommendations, such steps will be taken as are "reasonably practicable" to try to reach agreement in relation to the subject of the recommendation.
9.6	The Joint Committee itself does not have the power to refer the matter to the Secretary of State.

10.	Quorum for meetings
10.1	The quorum will be a minimum of three members, with at least one from each of the participating authorities. This will should include either the Chairman or one of the Vice Chairmen. Best endeavours will be made in arranging meeting dates to maximise the numbers able to attend from the participating authorities.

Connecting communities to avoid isolation Scrutiny Review

1. Background

At the meeting on the 11th July 2017, the People Scrutiny Committee agreed that its in depth project for the current municipal year would be on the following topic – ‘Connecting communities to avoid isolation’ (Minute 170 refers). The membership of the project team was Councillor Cheryl Nevin (Chairman), Councillors Helen Boyd, Steve Buckley, Mo Butler, David Garston, Chris Walker, Margaret Borton, Caroline Endersby and Lawrence Davies.

The project plan was agreed by the project team in October 2017 and endorsed at the People Scrutiny Committee on 10th October 2017 (Minute 374 refers). Updates were taken to the Committee meetings on 28th November 2017 (Minute 518 refers) and 30th January 2018 (Minute 696 refers).

The project team held 5 meetings in total, including a facilitated workshop session on 22nd November and an evidence gathering session on the afternoon of 12th January 2018.

2. Background / Context

According to an Age UK study¹, loneliness and isolation, or social isolation, are often discussed together and even used interchangeably. While they are related, they are distinct concepts.

It has been established that loneliness can be understood as an individual’s personal, subjective sense of lacking desired affection, closeness, and social interaction with others. Although loneliness has a social aspect, it is also defined by an individual’s subjective emotional state. Loneliness is more dependent on the quality than the number of relationships.

Age UK explain that social isolation refers to a lack of contact with family or friends, community involvement, or access to services. It is possible to be lonely but not to be socially isolated - research shows that it is also quite possible to be socially isolated but not lonely. Some people who live on their own or in remote places may not feel or report loneliness.

Loneliness causes feelings of disconnectedness from others, and not belonging, but it is not just an unpleasant experience, persistent loneliness can have profound impacts on physical and mental health, and quality of life. For example, loneliness can be as harmful for our health as smoking 15 cigarettes.

¹ https://www.ageuk.org.uk/documents/en-gb/for-professionals/research/age_uk_evidence_review_on_loneliness_june_2015.pdf?dtrk=true
accessed on 11th June 2018

Age UK highlight that studies have also found that loneliness leads to poor lifestyle behaviours; for example, alcohol has been shown to be used by people in order to alleviate a sense of a meaningless life, depression, anxiety and loneliness. Studies have also found a link with drug abuse and bulimia and loneliness. But loneliness does not just directly affect health and well-being; it can also become a vicious circle: research has shown that lonely people are more likely to view social encounters with more cynicism and mistrust, rate others and themselves more negatively, and expect others to reject them. In addition, lonely people tend to adopt behaviours that increase their likelihood of rejection.

3. The review

The scrutiny review explored issues around connecting communities and isolation focussing on the enabling role of the Council, partners and also the role of elected members.

The agreed project plan stated:

The central aim is to reduce social exclusion and avoid isolation to increase individuals, families and carer's wellbeing in promoting physical and mental health. This will promote opportunities to connect and mobilise both individuals and communities, encouraging positive relationships with a range of diverse organisations to encourage integrated working.

The project will be instrumental in building a strong and connected community developing assets within a strengths based approach and learning from communities lived experience. Effective partnerships will be supported by appropriate signposting, professional transparency embracing person centred values to enhance co production and empower people to be actively engaged in 'the life of the town'. Through creating innovative opportunities individuals can take control of their own lives within a safe creative and unique community.

The project team held an evidence session in October 2017 and heard about the community engagement work being done locally (for example the intergenerational work at Earls Hall School) and also about the development of an interactive map, which identifies relational opportunities in the community. The project team also heard about work being done by Leeds City Council, who set up "Neighbourhood Network Schemes" over 20 years ago and the positive outcomes from that.

The project team held a workshop session in November 2017 and explored applying an asset based approach in Southend (looking at for example the west central area and east central area localities) and then spent time preparing for the evidence session in January 2018. The project team had previously indicated they would like to speak to a number of people / organisations as part of the review, as set out in the project plan. In the light of discussions at the workshop, the project team agreed the key organisations / people they would like to invite to the session.

The following attended the session on 12th January 2018:

- Traci Dixon and Stuart Long, South Essex Homes

- Alison Semmence, SAVS
- Matt King, Trust Links
- Reverend Hannah Bucke
- Councillor Lesley Salter, Chair Southend Health & Wellbeing Board
- Maurice Sweeting, Chair Education Board
- Gert Sheepers, University of Essex
- Karen Bayliss and Verbena Barker-Newyear, EPUT

The session was run in a world café style and facilitated by officers from the Service Transformation Team within the Department for People at the Council.

The key messages from the session were reported to Scrutiny Members at the People Scrutiny Committee meeting in January 2018 and are attached as an **Annex**.

At the Scrutiny Committee meeting in April 2018 the Committee agreed that the final report would be considered at the first meeting in the 2018/19 Municipal Year.

4. Our Conclusions and Recommendations

- 4.1 That following on from the workshop in January, the Service Transformation Team continue to work with members to establish how some of the key messages can be explored further. This will be aligned closely to the Southend 2050 work and, in particular, the Locality Approach.
- 4.2 To promote the offer of skills training to give residents confidence to write bids, to access grants and funding, to build trust between residents and the Council, enabling small groups to become more sustainable. Service Transformation are developing a template/checklist in this respect. An example of a successful small bid will be made available on the website in the near future.
- 4.3 To undertake a review of the Councils event policies with a view to removing unnecessary obstacles for small events to happen led by community groups.
- 4.4 Create an environment where local groups can link up with each other with the assistance of community catalyts/mentors/champions.
- 4.5 Continue to promote a strength based approach via our community hubs through a variety of means, including the website, in support of the Locality Approach.

In depth scrutiny project – ‘Connecting communities to avoid isolation’
Witness Session 2 & project team meeting
Friday 12th January 2018 - 14.00 – 16.30
Committee Room 5, Civic Suite, Southend-on-Sea

In attendance:-

Project Team

Cllr Cheryl Nevin (Chairman), Cllr Helen Boyd, Cllr Steve Buckley, Cllr Caroline Endersby Cllr David Garston and Cllr Chris Walker

Officer support

Rob Walters, Fiona Abbott and Tobias Hartley

Facilitators

Sarah Baker, Nick Constantine, Maxine Nutkins, Kamil Pachalko, Mark Carrigher and Catherine Benford

Invited guests

Traci Dixon and Stuart Long (South Essex Homes), Alison Semmence (SAVS), Matt King (Trust Links), Reverend Hannah Bucke, Councillor Lesley Salter (Chair Southend Health & Wellbeing Board), Maurice Sweeting (Chair Education Board), Gert Sheepers (University of Essex), Karen Bayliss (EPUT) and Verbena Barker-Newyear (EPUT)

Apologies were received from Cllr Margaret Borton, Cllr Mo Butler and Cllr Lawrence Davies, Sharon Houlden and Mousumi Basu (EPUT)

Notes from feedback discussion

The questions which were explored at the session were:-

1. *How can we build sustainability (and also flexibility)*
2. *How can we put information out and draw people in and have conversations about their lives ('give and get')*
3. *What might be the obstacles involved and how can they be avoided?*
4. *How can we identify and use those willing to be active, connecting to others (community leaders)?*
5. *How you see as the Council role – within existing assets and personal role (using our networks)*

The following key points were highlighted:-

How can we build sustainability (and also flexibility)

- Communities have changed – our role – adapt to it
- Co-production – different narrative needed
- Move from deficit to asset / strengths approach
- Be bold and honest about prevention

- Physical / subtle barriers too – some people need skills / confidence to go to groups etc.
- community infrastructure needs to be sustainably funded to enable the community to build and sustain capacity making its assets available
- Start early! E.g. Kindness Club
- Ensure that we do things with people, not just for people

How can we put information out and draw people in and have conversations about their lives ('give and get')

- Community Champions – Use people already in the public eye, such as postmen, hairdressers and car mechanics that may be able to help in a less intrusive way
- Reach out – use underutilised spaces / methods
- Hear stories and learn from 3rd sector
- Use a range of mediums to reach everyone that may be suffering. Use the typical mediums such as posters, leaflets and events but also try add things such as radio advertisements
- Use video diaries to show people's stories and their journey to loneliness. This can help show people it is not an isolated incident but is a wide-range issue
- Utilise the student community in Southend

What might be the obstacles involved and how can they be avoided?

- Obstacle of bureaucracy sometimes e.g. DBS checks
- Accessing grants / funding can be complicated process and could be simplified and introduce levels of access such as a more simply application process for smaller amounts of money
- Can't do things to people – need to be co-produced
- Embed community ethos when young (start young!)
- People might not enjoy the typical events such as coffee mornings – Include a diverse range of activities that everyone can be part of – be creative
- Some isolated people might lack confidence or suffer from anxiety. Cater for this accordingly and maybe run events that do not necessarily involve lots of other people – need to meet people 'where they are'
- Stigma of isolation/loneliness an issue
- Gender tailoring needed?
- Some isolated people might not have means of transport – Run a transport system to help people get to certain events or places
- Isolation is usually stereotyped to older people – Include younger adults and even children in all campaigning and show that this stereotype is not true

How can we identify and use those willing to be active, connecting to others (community leaders)?

- Have strong asset base already – issue is how they are mobilised
- Use community champions and utilise the infrastructure that is already in place e.g. GPs, milkman, school teachers etc.
- Listen to needs of each community / locality – ask what they want to focus on
- 'bottom up' approach
- Can technology make us more isolated?

How you see as the Council role – within existing assets and personal role (using our networks)

- Council is facilitator and enabler. – need light touch, partner approach instead
- It's around building trust – both ways - don't come with an agenda
- Can use its wide reaching media team and influence to spread the word
- The council could start a PR campaign to build this trust. This should be approachable, easy and simple. Encourage connectivity

5th June 2018

southend.ccg@nhs.net
www.southendccg.nhs.uk

Dear colleague

Important information: Relocation of Carnarvon Medical Centre

We are writing to advise you that Carnarvon Medical Centre, in Carnarvon Road, will be relocating to new premises within the North Road Primary Care Centre, North Road, on 9 July 2018.

This exciting opportunity to relocate to purpose-built and more modern premises will enable us to provide a better environment for our patients and a better working environment for GPs, nurses and practice staff.

Patients will be seen from the new premises, located on the first floor of the North Road Primary Care Centre, 183-195 North Road, Westcliff-on-Sea, from 9 July 2018. This is just a short distance from the current Carnarvon Road premises (approximately a ten minute walk – see map below).



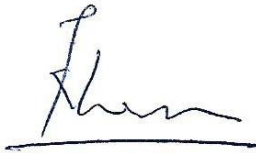
Letters have been sent to all registered patients to notify them about the relocation of the Medical Centre and to provide reassurance that this will not affect delivery of their current GP service; they will remain a registered patient of Carnarvon Medical Centre, following the relocation to North Road.

Opening hours, telephone numbers and surgery times will remain unchanged.

We will continue to engage with our Patient Participation Group to ensure they are kept updated regarding progress. We will also ensure patients are kept informed via updates posted on the Medical Centre website at www.carnarvon-medical-centre.co.uk and by making paper updates available in the Medical Centre.

If you have any questions, please contact Carnarvon Medical Centre on (01702) 466340.

Yours sincerely



Dr Fahim Khan
Senior GP
Carnarvon Road Surgery



Kevin McKenny
Director of Integration and
Transformation

Southend-on-Sea Borough Council

Agenda
Item No.

5

Report of Chief Executive
to

Place, People and Policy & Resources Scrutiny
Committees

On 9th, 10th and 12th July 2018

Report prepared by: Fiona Abbott

In depth Scrutiny projects and summary of work A Part 1 Agenda Item

1. Purpose of Report

- 1.1 For each Scrutiny Committee to agree the in depth scrutiny project to be undertaken in the 2018 / 19 Municipal Year.
- 1.2 The report also attaches some information about the work carried out by each of the Scrutiny Committees in the 2017 / 18 Municipal Year.

2. Recommendations

- 2.1 That the Scrutiny Committees select the topic it wishes to undertake for in-depth study in 2018/19.
- 2.2 To note the information attached at **Appendix 3**, the summary of work of the 3 Scrutiny Committees during 2017 / 2018.

3. In depth scrutiny projects

- 3.1 Involvement with in-depth studies enables Members to 'get their teeth into' a particular topic and also to influence and shape proposals before they are implemented.
- 3.2 Each of the studies are led by a Member project team / programme working party and the appointments were agreed at Council on 17th May 2018 (refer to **Appendix 1**).
- 3.3 Members should always aim to select a topic which can identify real service improvements and results in benefits / outcomes. A list of previous topics undertaken for in depth study since 2010 is attached at **Appendix 2**.
- 3.4 Sometimes there have one in-depth study conducted by two Scrutiny Committees. The last time this happened was 2016/17 when there was a joint study by the Policy & Resources and Place Scrutiny Committees 'To investigate the case for additional enforcement resources for Southend'.
- 3.5 The **Southend 2050 programme** aims to develop a shared vision of the place that Southend could become - capturing how it could feel to live, work or visit here in the future. A programme of work was developed to engage the Borough's stakeholders, in a way that leaves a legacy of systematic on-going engagement.

Resetting the vision for the Borough and Council and bringing together all transformation activity, including channel shift, will help redefine the Council's relationship with residents, customers and other stakeholders.

- 3.6 It would be therefore advantageous for each in-depth study in 2018/19 to be linked to the development of the Southend 2050 vision.
- 3.7 Given the given the high profile of the town centre and its importance in terms of the sense of prosperity and well-being it gives to the Borough, it is suggested that the Place Scrutiny and Policy & Resources Scrutiny Committees undertake a joint study into various aspects of the Town Centre, in the context of the vision for Southend 2050. This study would cover retail in a changing world, housing, community safety, acquisition of properties etc. (*shaping here, living here*).

With regard to the process for carrying out the joint study it is recommended that:

(a) a joint member project team is established consisting of 8 members drawn from both Scrutiny Committees and chaired by the Chairman of the Place Scrutiny Committee; and

(b) the membership of the project team is agreed by Council at its meeting on 19th July 2018.

- 3.8 The People Scrutiny Committee could usefully undertake a study into childhood and young people (including students) in the context of the vision for Southend 2050 (*thriving here*)
- 3.9 When the topics have been selected and the project teams have begun the review, they might also like to invite some external people to join their project team (rather than just being witnesses).
- 3.10 It should be noted that the People Scrutiny Committee has already agreed to conclude the project on 'connecting communities to avoid isolation' and the Place Scrutiny Committee needs to conclude its project on 'Maximizing the use of technology'.
- 3.11 Work undertaken by each of the Scrutiny Committees in the 2017/18 (attached at **Appendix 3**) is a summary of the work undertaken by each of the Scrutiny Committees in the 17/18 Municipal Year.

4. Corporate Implications

- 4.1 Contribution to Council's Vision and Critical Priorities – Becoming an excellent and high performing organisation.
- 4.2 Financial Implications – there are costs associated with organising in depth projects relating to officer time but this will all be contained within existing resources.
- 4.3 Legal Implications – none.
- 4.4 People Implications – none.
- 4.5 Property Implications – none.
- 4.6 Consultation – as described in report.
- 4.7 Equality Analysis – none.
- 4.8 Risk Assessment – none.

5. Background Papers

None

6. Appendices

Appendix 1 – membership of project teams / programme working parties

Appendix 2 – list of previous in depth topics since 2010

Appendix 3 – summary of work of the 3 Scrutiny Committees 2017 / 2018

This page is intentionally left blank

Membership of project teams (Programme Working Parties)

PEOPLE SCRUTINY PROGRAMME WORKING PARTY

Party	Members	Total 8	Substitutes
CON	Steve Buckley Alan Dear Denis Garne Judith McMahon Chris Walker	5	All
LAB	Cheryl Nevin (Chair) Margaret Borton	2	All
IND	Mike Stafford	1	All

PLACE SCRUTINY PROGRAMME WORKING PARTY

Party	Members	Total 8	Substitutes
CON	Alex Bright Kevin Buck Trevor Byford Jonathan Garston David McGlone	5	All
LAB	Kevin Robinson (Chair) Charles Willis	2	All
IND	Anne Chalk	1	All

POLICY & RESOURCES SCRUTINY PROGRAMME WORKING PARTY

Party	Members	Total 8	Substitutes
CON	Bernard Arscott Fay Evans David Garston Roger Hadley Dan Nelson	5	All
LAB	Ian Gilbert Helen McDonald	2	All
IND	Brian Ayling (Chair)	1	All

In depth Scrutiny projects since 2010

Since 2000, the Council has undertaken a number of in depth scrutiny projects and since 2010 has looked at the following areas:

- Maximizing the use of technology – 2017/18 (Place Scrutiny Committee)
- Connecting Communities to avoid isolation – 2017/18 (People Scrutiny Committee – to be concluded in 2018/19)
- Additional enforcement resources for Southend – 2017/18 (Policy & Resources Scrutiny Committee)
- Alternative provision – off site education provision for children & young people – 2016/17 (People Scrutiny Committee)
- To investigate the case for additional enforcement resources for Southend – 2016/17 (Joint Place / Policy & Resources Scrutiny)
- 20mph speed limits in residential streets – 2015/16 (Place Scrutiny Committee)
- Transition arrangements from children's to adult life – 2015/16 (People Scrutiny Committee)
- Control of personal debt and the advantages of employment – 2015/16 (Policy & Resources Scrutiny Committee)
- How the Council assists and excites individuals and community groups to achieve healthier lifestyles – 2014/15 (People Scrutiny Committee)
- The Council's Community Leadership role in promoting safer communities – 2014/15 (Policy & Resources Scrutiny Committee)
- Understanding erosion taking place on the Foreshore – 2014/15 (Place Scrutiny Committee)
- Southend primary schools' falling grammar school entry figures - 2013/14 (People Scrutiny Committee)
- Impact of welfare changes - 2013/14 (Policy & Resources Scrutiny Committee)
- Promoting a positive image for the town - 2013/14 (Place Scrutiny Committee)
- Housing – how we plan to meet the growing demand for social rented housing in the current poor national economic climate – 2012 /13 (Economic & Environmental Scrutiny Committee)
- To identify improvements so that looked after children are given the best chances in life and that they do not become NEET statistics (not in education, employment or training – 2012 / 13 (Children & Lifelong Learning Scrutiny Committee)
- Developing strong partnership links to encourage investment in the town and the supply of employment opportunity – 2012 / 13 (Economic & Environmental Scrutiny Committee)
- Child poverty – 2011/12 (Children & Lifelong Learning Scrutiny Committee)
- Volunteering in Cultural Services – 2011/12 (Community Services & Culture Scrutiny Committee)
- Youth anti social behaviour – perception & reality – 2011/12 (Economic & Environmental Scrutiny Committee)
- Young Carers – 2010/11 (Children & Lifelong Learning Scrutiny Committee)

This page is intentionally left blank

PLACE SCRUTINY COMMITTEE

Work programme 2017/2018 - evaluation

During the 2017/18 Municipal Year, the **Place Scrutiny Committee** held **6** meetings and met on the following dates – 10th July 2017, 9th October 2017, 27th November 2017, 29th January 2018, 14th February 2018 (special meeting) and 9th April 2018.

During the year, Members undertook the following scrutiny work:-

Call-ins/ references from Cabinet and Cabinet Committee – the Scrutiny Committee considered **27 call-in items** from Cabinet and **1 call-in item** from Cabinet Committee. No items were called in from the Forward Plan. **3 budget items** and **1 other item (SCAAP)** from January Cabinet meeting were **referred direct** to the Scrutiny Committee and considered at the meeting in January 2017. **2 items** from special Cabinet meeting held on 13th February 2018 were **referred direct** to the scrutiny meeting on 14th February 2018.

The following items were **referred up** by the Scrutiny Committee to Council for decision:

- In-depth Scrutiny Final Report – To investigate the case for additional; enforcement resources for Southend – 10th July 2017 (Minute 144 refers)
- Better Queensway – 14th February 2018 (Minute 749 refers)

Pre Cabinet items – the following item was considered by way of pre Cabinet Scrutiny in 2017/2018:

- Museums Disposal Policy – 10th July 2017

Scheduled items - each meeting as appropriate:

- Monthly Performance report – exceptions reports also considered.
- Minutes of the meeting of the Chairmen's Scrutiny Forum held on Tuesday 20th June 2017 - reported to July 2017 meeting (Minute 169 refers).
- Minutes of the meeting of the Chairmen's Scrutiny Forum held on Monday 20th November 2017 – reported to November 2017 meeting (Minute 501 refers).
- **22** Questions from members of the public, responded to by the relevant Executive Councillors.

In-depth scrutiny project: *In-depth Scrutiny study: Maximising the use of technology through the Smart Cities and Digital Futures agendas.* Topic agreed at meeting on 10th July 2017 (Minute 151 refers). Project plan agreed by project team and then the full Committee on 9th October 2017 (Minute 361 refers). Updates to meeting on 27th November 2017 (Minute 502 refers), 29th January 2018 (Minute 680 refers) and 9th April 2018 (Minute 890 refers)

Presentations & other matters considered:

- ◆ In-depth Scrutiny Final Report – To investigate the case for additional; enforcement resources for Southend – 10th July 2017 (Minute 144 refers)

Member briefing sessions

At the Chairmen's Scrutiny Forum meeting in January 2014, Members discussed the format of member briefing sessions / presentation. The Forum resolved that copies of any handouts / presentation slides from Member briefings / presentations should be placed centrally on the Council's intranet so they can be easily accessible to all Members. There is now a dedicated page on the intranet see [here](#)

This page is intentionally left blank

PEOPLE SCRUTINY COMMITTEE

Work programme 2017/2018- evaluation

During the 2017/18 Municipal Year, the **People Scrutiny Committee** held **7** meetings and met on the following dates – 11th July 2017, 18th September 2017 (special), 10th October 2017, 18th October 2017 (special), 28th November 2017, 30th January 2018 and 10th April 2018.

During the year, Members undertook the following scrutiny work:-

Call-ins/ references from Cabinet – the Scrutiny Committee considered **17 call-in items** from Cabinet. No items were called in from the Forward Plan. **3 budget items** were **referred direct** to the Scrutiny Committee and considered at the meeting on 30th January 2018. **3 items** were **referred direct** from special Cabinet on 29th January to Cttee meeting on 30th January.

The following item was referred to Council by the Scrutiny Committee to reconsider:

- Mid and South Essex STP – 30th January 2018 (Minute 691 refers).

Pre Cabinet items – the Scrutiny Committee considered **2** pre Cabinet items:

- 11th July 2017 – (a) Parental Contributions for Children’s Services (Minute 166 refers)
- 10th October 2017 – (a) Local Account ASC (Minute 372 refers)

Scheduled items - each meeting as appropriate:

- Monthly Performance report – exceptions reports also considered.
- Schools Progress report.
- Minutes of the meeting of the Chairmen’s Scrutiny Forum held on Tuesday 20th June 2017 - reported to July 2017 meeting (Minute 169 refers).
- Minutes of the meeting of the Chairmen’s Scrutiny Forum held on Monday 20th November 2017 – reported to November 2017 meeting (Minute 519 refers).
- **14** Questions from members of the public, responded to by the relevant Executive Councillors.

In-depth scrutiny project – ‘Connecting communities to avoid isolation’

Topic agreed at meeting on 11th July 2017 (Minute 170 refers). Project plan agreed at meeting on 10th October 2017 (Minute 374 refers). Updates to meeting on 28th November 2017 (Minute 518 refers) and 30th January 2018 (Minute 696 refers). The Final report to be considered at the first meeting in 2018/19.

Agenda items considered:

- 11th July 2017 – (a) presentation on Success Regime; (b) update on Ofsted Inspection outcome; (c) work programme evaluation 2016/17.
- 18th September 2017 (special) – (a) public consultation on IVF; (b) update on STP.
- 18th October 2017 (special) – (a) update on STP / agreement to form Joint Scrutiny Committee; (b) update from EEAST on Ambulance Response Programme and also the Independent Service Review.

Mid and South Essex Sustainability & Transformation Partnership (STP) - Joint Committee with Essex and Thurrock:-

- Informal meetings held 18th December 2017, 22nd January 2018 and 8th March 2018
- Formal meeting held 20th February 2018
- Formal meeting held on 13th March 2018

Chairman's Update Report:

- 11th July 2017 – (a) information on remit of the Cttee; (b) draft Quality Accounts submissions to SEPT (EPUT) and Hospital Trust; (c) Ambulance Trust & proposed visit; (d) update on Joint Committee re urological cancer surgery; (e) update on work of Children's Services Improvement Plan Scrutiny Panel; (f) information on proposed consultation re IVF.
- 10th October 2017 – (a) information on changes to Ambulance standards; (b) in depth scrutiny project – connecting communities - agreement to project plan; (c) update on IVF consultation; (d) update on Urology Joint Cttee; (e) update on St Luke's and Shoebury primary care developments; (f) EPUT – new clinical models (EPUT to be invited to give briefing); (g) advising about special meeting on 18th October 2017.
- 28th November 2017 – (a) update on IVF consultation; (b) update on STP and consultation launch on 30th November 2017; (c) update on St Luke's Primary Care development; (d) update from Alternative Provision scrutiny review.
- 10th April 2018 – (a) Quality Account process; (b) GP practice changes – West Rd surgery and closure of Lydia House surgery; (c) Joint Scrutiny Committee, endorse terms of reference and response to consultation; (d) information about the Independent Reconfiguration Panel; (e) update on work of the Children's Services Improvement Plan Scrutiny Panel.

Member presentations

- Briefing on admission arrangements review west of Southend catchments – 1st August 2017
- New clinical models - EPUT – 7th February 2018

Items for 2017/18

- Continue with Joint Scrutiny Committee looking at STP
- Consider Primary Care Strategy for south east Essex – 10th July 2018
- Primary care / GP provision in Borough
- Children's Services Improvement Plan Scrutiny Panel

POLICY & RESOURCES SCRUTINY COMMITTEE

Work programme 2017/2018 - evaluation

During the 2017/18 Municipal Year, the **Policy & Resources Scrutiny Committee** held **5** meetings and met on the following dates – 13th July 2017, 12th October 2017, 30th November 2017, 31st January 2018 and 12th April 2018.

During the year, Members undertook the following scrutiny work:-

Call-ins/ references from Cabinet – the Scrutiny Committee considered **25 call-in items** from Cabinet. No items were called in from the Forward Plan. **5 budget items** were **referred direct** to the Scrutiny Committee and considered at the meeting on 31st January 2018. **2 items** were **referred direct** from special Cabinet on 29th January to Cttee meeting on 31st January.

The following item was referred back to Cabinet by the Scrutiny Committee to reconsider:

- Transport Review (Policy) – 30th November 2017 (Minute 531 refers).

Pre Cabinet items:- None

Scheduled items - each meeting as appropriate:-

- Monthly Performance report – exceptions reports also considered when appropriate.
- Minutes of the meeting of the Chairmen's Scrutiny Forum held on Tuesday 20th June 2017 - reported to July 2017 meeting (Minute 186 refers).
- Minutes of the meeting of the Chairmen's Scrutiny Forum held on Monday 20th November 2017 – reported to November 2017 meeting (Minute 536 refers).
- **14** Questions from members of the public, responded to by the relevant Executive Councillors.

In-depth scrutiny project: - to continue with 2016/17 project on enforcement resources for Southend (with particular focus on enforcement, costs, Council Tax incentives) - agreed at meeting on 13th July 2017 (Minute 187 refers). Updates given at meeting on 12th October 2017 (Minute 384 refers); 30th November 2017 (Minute 535 refers). Report agreed at meeting on 12th April 2018 (Minute 908 refers).

Presentations & other matters considered:

- Work programme evaluation 2016/17 – 13th July 2017 (Minute 187 refers).
- quarterly Police briefing – 12th September 2017 – on domestic violence, MARAT, ASB
- quarterly Police briefing – 4th January 2018 – on gangs
- Reports from Council nominee(s) from specific outside bodies – Essex Police & Crime Panel; Essex Fire Authority; Kent & Essex Inshore Fisheries & Conservation Authority; Southend University Hospital NHS Foundation Trust – 12th October 2017 (Minute 383 refers)
- Reports from Council nominee(s) from specific outside bodies – Southend Hospital; Essex Police, Fire & Crime Panel; Kent & Essex Inshore Fisheries & Conservation Authority - 31st January 2018 (Minute 712 refers).

Items for 2018/19

- Summary Reports
- Further quarterly briefings from Police on issues.
- Pre cabinet item - Compulsory licensing scheme – July 2018 meeting

This page is intentionally left blank

Public Document Pack
SOUTHEND-ON-SEA BOROUGH COUNCIL

Meeting of Chairmen's Scrutiny Forum

Date: Monday, 11th June, 2018
Place: Committee Room 2 - Civic Suite

6

Present: Councillors B Ayling, M Borton, C Nevin and K Robinson

In Attendance: F Abbott, J K Williams and T Row

Start/End Time: 6.00 - 7.00 pm

1 Appointment of Chairman for Municipal Year

Resolved:-

That Councillor Robinson be appointed Chairman for the Municipal Year.

2 Apologies for Absence

Apologies for absence were received from Councillor Mulronev.

3 Declarations of Interest

The following interest was made:-

(a) Councillor Nevin – non-pecuniary - 2 children work at MEHT; step sister works at Basildon Hospital; previous association at Southend and MEHT Hospitals; NHS employee in Trust outside area.

4 Role of Forum

The Director of Legal & Democratic Services outlined the role and constitution of the Forum.

5 Minutes of the Meeting held on Monday, 20th November, 2017

Resolved:-

That the Minutes of the Meeting held on Monday, 20th November, 2017 be confirmed as a correct record.

6 Update on in depth projects - 2017/18

The Scrutiny Officer provided a brief overview of the projects undertaken in 2017/18:-

(a) People Scrutiny Committee – ‘Connecting communities to avoid isolation’ - final report will be considered at the meeting on 10th July 2018.

(b) Place Scrutiny Committee will conclude its project on ‘Maximizing the use of technology’ shortly.

(c) Policy & Resources Scrutiny Committee – ‘Additional enforcement resources for Southend’ – agreed at Committee meeting held on 12th April 2018 and will be considered at Cabinet on 19th June 2018.

7 Discussion on potential in depth scrutiny projects for 2018/19 for Place, People and Policy & Resources Scrutiny Committees

The Forum discussed potential in depth projects for 2018/19 for the Scrutiny Committees. Each Committee is due to select the topic at the July meetings.

The Forum felt that the in depth projects could usefully focus on the Southend 2050 work as it is a corporate and key priority for the Council. The town centre in particular was mentioned, in context of the vision for Southend 2050 and a joint project (Place & P&R) was also mentioned as a good idea.

It was agreed that the Scrutiny Chairmen and Vice Chairmen should consider the suggestions further.

8 Update on Future Legislative Changes for Scrutiny

The Forum considered a report by the Chief Executive which advised Members about the House of Commons Communities and Local Government enquiry into the ‘*Effectiveness of Local Authority Overview and Scrutiny Committees*’.

The report outlined the key issues from the enquiry, the Government’s response and the Westminster Hall debate which took place on 17th May 2018. The Government has agreed that it will issue new guidance on scrutiny later in the year.

The Forum felt that the scrutiny system at Southend in the main appears to remain fit for purpose and more or less complies with the Government’s objectives which it will include in the guidance to be published later in the year, for example, Southend already appoints opposition Scrutiny Chairs and Vice Chairs.

Resolved:-

That a further report will be submitted to the Forum when the guidance has been published.

9 Scrutiny training

The Forum noted that a training session for Members had been arranged for 3rd July 2018 @ 18.00.

10 Any Items from Forum Members

Role of public in scrutiny

The Forum discussed how public can be involved in scrutiny so they can have a meaningful input and also the role of the co-opted members on the People Scrutiny Committee. As an example, it was suggested that it would be helpful, at the start of the July Scrutiny Committee meeting, for the new Healthwatch

Southend representative to give a brief overview about Healthwatch Southend / her role in the organisation.

11 Date of next meeting

The next meeting of the Forum will be arranged for late November 2018 (date to be confirmed).

This page is intentionally left blank