

Report of:	Meeting	Date	Item No.
Marianne Hesketh, Service Director Performance and Innovation	Overview and Scrutiny Committee	1 August 2016	6

Overview and Scrutiny Work Programme 2016/17 – update report

1. Recommendations

- 1.1 That the draft scoping document for the food hygiene task group be approved.
- 1.2 That a draft scoping document for a review of the CAB be prepared and presented to the committee on 10 October 2016.

2. Current work

2.1 Libraries task group

On 18 May 2016 Lancashire County Council commenced a twelve-week consultation on their Property Strategy, which was approved by Cabinet in November 2015. The consultation relates to premises that are proposed as being no longer required to deliver the county council's services in the future and included three libraries in Wyre, namely Cleveleys, Thornton and Flakefleet.

The task group has held four meetings which have involved direct discussions with Lancashire County Council's Head of Asset Management, the Chairman of the Friends of Thornton and Cleveleys Libraries and the council's Resources Portfolio Holder, Councillor Alan Vincent. Data about library usage and footfall has been obtained. Councillors had hoped to speak directly to library staff but this had not been possible, the employers discouraging such communication until the consultation has been completed.

A draft consultation response has been completed and will have been presented to the committee under item 5 on the current agenda.

2.2 Domestic abuse task group

Eight councillors have put their names forward to take part in this task group, the first meeting of which was held on Tuesday 19 July 2016. Councillor Natalie Reeves was elected as Chairman of the group. The meeting was also attended by the Neighbourhood Services and Community Safety Portfolio Holder, Councillor Roger Berry, and Neil Greenwood, Head of Environmental Health and Community Safety.

Some minor amendments to the task group's scoping document were agreed, the revised version of which is attached at Appendix 1.

A work programme has been agreed for the task group, which will involve a number of meetings with identified witnesses in September.

3. Future task group work

3.1 Food hygiene

Councillor Kerry Jones met recently with Neil Greenwood (Head of Environmental Health and Community Safety) and Peter Foulsham (Scrutiny Officer) to prepare a draft scoping document for the forthcoming task group review of food hygiene, with a particular focus on the food hygiene ratings. The draft scoping document is attached at Appendix 2.

3.2 Citizens Advice Bureau

Following a scrutiny review of the CAB service in Wyre the Cabinet agreed, on 21 January 2015, to renew the 2011 agreement (as amended by a decision of the Cabinet on 5 December 2011) with appropriate updating and redrafting, with the Lancashire West Citizens Advice Bureau for a further two years from 1 June 2015.

Consideration needs to be given to renewing the agreement with effect from 1 June 2017 and a further short scrutiny review would enable the Cabinet to be fully informed about the nature and effectiveness of CAB provision in Wyre before such a decision is taken. It is suggested that a draft scoping document for a review be prepared for consideration by the committee on 10 October, prior to a review group carrying out its work in November 2016 and making recommendations to the Cabinet in time for the budget-setting process for 2017/18. It is likely that the review will be completed in one or two meetings only.

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List of background papers:		
name of document	date	where available for inspection
Overview and Scrutiny Procedure Rules	7 July 2016	Council's website

Appendices

Appendix 1	Domestic abuse task group – Scoping Document – Final
Appendix 2	Food hygiene task group – Scoping Document – Draft
Appendix 3	Overview and Scrutiny Work Programme May 2016 – April 2017 – Summary

arm/o&s/cr/16/0108pf2

Domestic Abuse Task Group - Scoping Document - FINAL

Review Topic	Domestic abuse	
Chairman	Councillor Natalie Reeves	
Group Membership	Councillors Marge Anderton, Lady Dulcie Atkins, Howard Ballard, Barry Birch, Julie Robinson, Christine Smith and Val Wilson	
Officer Support	Peter Foulsham, Scrutiny Officer	
Purpose of the Review	To review the current provision for domestic abuse services in Wyre and to make recommendations for improvements that could affect Wyre residents.	
Role of Overview and Scrutiny in this Review (mark all that apply)	Holding Executive to account – decisions	<input type="checkbox"/>
	Existing budget and policy framework	<input type="checkbox"/>
	Contribution to policy development (See 'Scope of Review', below)	<input checked="" type="checkbox"/>
	Holding Executive to account – performance	<input type="checkbox"/>
	Community champion	<input type="checkbox"/>
	Statutory duties / compliance with codes of practice	<input type="checkbox"/>
Aims of Review	<ul style="list-style-type: none"> ○ To understand the funding arrangements for domestic abuse in Lancashire and Wyre ○ To understand the use of domestic abuse services in Wyre ○ To identify gaps in services ○ To consider the impact of potential closures of services, including refuges on the residents of Wyre ○ To review the effectiveness of communication between partner agencies and to make recommendations 	
Methodology	<ul style="list-style-type: none"> ○ Consideration of documents, reports and performance statistics ○ Interviewing witnesses at meetings ○ Considering anonymised case examples 	
Scope of Review	<p>Noting that services for domestic abuse are primarily the responsibility of Lancashire County Council and not Wyre Council, the review will not focus on other closely related services, including mental health, children's services or education, for example.</p> <p>The focus will be solely on the delivery of the primary domestic abuse service in Lancashire.</p>	

Potential Witnesses	<p>Wyre Council officers Resources Portfolio Holder Lancashire County Council officers Fylde Women's Aid Letgo Lancashire Constabulary Regenda Citizens Advice Bureau</p> <p>The task group also needs to cover the following:</p> <ul style="list-style-type: none"> (i) Wyre's housing responsibilities, and (ii) CCG's view
Documents to be considered	<ul style="list-style-type: none"> • Draft Pan-Lancashire Domestic Abuse Strategy • Domestic Abuse Strategy and Pan-Lancashire Strategic Domestic Abuse Board – report to Lancashire Chief Executives meeting, 20 May 2016 • Overview of domestic abuse/violence services within Wyre District – 2 February 2016 – Jane Murray (Community Safety Officer)
Risks	
Level of Publicity	Low
Indicators of a Successful Review	
Intended Outcomes	<ul style="list-style-type: none"> • Improvement to services • More efficient use of domestic abuse funding • Wyre councillors having better understanding of domestic abuse arrangements in Lancashire • Improved communication between partners • Identification of alternative solutions within the context of the current funding cuts
Approximate Timeframe	Aim to complete by end of October 2016.
Projected Start Date	July 2016

Food Hygiene Task Group - Scoping Document - Draft

Review Topic	Food hygiene	
Chairman	To be agreed	
Group Membership	To be confirmed	
Officer Support	Peter Foulsham, Scrutiny Officer	
Purpose of the Review	To review the way in which the Food Hygiene Rating Scheme is delivered in Wyre and to identify any actions that should be taken to improve ratings.	
Role of Overview and Scrutiny in this Review (mark all that apply)	Holding Executive to account – decisions <input type="checkbox"/> Existing budget and policy framework <input type="checkbox"/> Contribution to policy development (See also 'Scope of Review', below) <input checked="" type="checkbox"/> Holding Executive to account – performance <input type="checkbox"/> Community champion <input checked="" type="checkbox"/> Statutory duties / compliance with codes of practice <input checked="" type="checkbox"/>	
Aims of Review	<ul style="list-style-type: none"> ○ To understand how the Food Standards Agency's Food Hygiene Rating Scheme (FHRS) operates ○ To understand how the council operates the FHRS ○ To identify any opportunities for improvement in the way that Wyre Council delivers the FHRS ○ To identify actions that could be taken in order to improve ratings ○ To identify ways in which the profile of the FHRS can be raised for businesses and consumers 	
Methodology	<ul style="list-style-type: none"> ○ Consideration of documents, reports and performance statistics ○ Interviewing witnesses at meetings ○ Site visits 	
Scope of Review	The review is limited to the influence that Wyre Council has in helping the FSA carry out their statutory objective to protect public health and consumers' other interests in relation to food and drink. The focus of the review will be on statutory requirements.	
Potential Witnesses	Wyre Council officers Health and Community Engagement Portfolio Holder Food Standards Agency	

Documents to be considered	FSA Code of Practice Wyre food safety work plan Wyre Council performance information Your food hygiene rating – leaflet Recent press articles
Risks	Unnecessarily alarming food outlets and the public.
Level of Publicity	Medium
Indicators of a Successful Review	Improvement in Food Hygiene Ratings across Wyre. Public more aware of role and relevance of food hygiene ratings
Intended Outcomes	<ul style="list-style-type: none"> • Food outlets better motivated to improve ratings • Consumers better informed about FHRS • Public health protected
Approximate Timeframe	3 months
Projected Start Date	September 2016

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