



**TRAFFORD
COUNCIL**

**AGENDA PAPERS FOR
SCRUTINY COMMITTEE MEETING**

Date: Tuesday, 22 July 2014

Time: 6.30 pm

**Place: Committee Room 2 and 3, Trafford Town Hall, Talbot Road, Stretford M32
0TH**

A G E N D A	PART I	Pages
1.	ATTENDANCES	
	To note attendances, including Officers, and any apologies for absence.	
2.	CHAIRMAN AND VICE-CHAIRMAN OF THE COMMITTEE 2014/15	
	To note that Council has appointed Councillors Mitchell and Cordingley as Chairman and Vice-Chairman respectively of this committee for the Municipal Year 2014/15.	
3.	MEMBERSHIP OF THE COMMITTEE 2014/15	1 - 2
	To note the membership of this Committee, as determined by Council, for the Municipal Year 2014/15.	
4.	TERMS OF REFERENCE FOR THE COMMITTEE 2014/15	3 - 6
	To note the terms of reference for the Committee, as determined by Council, for the Municipal Year 2014/15.	
5.	MINUTES	7 - 10
	To receive and, if so determined, to agree as a correct record the Minutes of the meeting held on 5 th February, 2014.	
6.	DECLARATIONS OF INTEREST	
	Members to give notice of any interest and the nature of that interest relating to any item on the agenda in accordance with the adopted Code of Conduct.	

7. UNIVERSAL CREDIT ROLL OUT AND IMPACT ON TRAFFORD ASSIST

To receive a report from the Director of Finance – to follow

8. OUTCOME OF THE SCRUTINY REVIEW OF CYCLING 11 - 14

To note the outcome of the Scrutiny topic group's review of Cycling, which has been passed to the Executive Member and will be formally referred to the Executive, at its meeting on 28/7/14, for response.

9. SCRUTINY ARRANGEMENTS 15 - 16

To receive a report, recently referred to Council, of the Corporate Director, Transformation and Resources / Statutory Scrutiny Officer.

Members will be invited to consider potential issues to be incorporated within the Scrutiny Work Programme.

10. URGENT BUSINESS (IF ANY)

Any other item or items (not likely to disclose "exempt information") which, by reason of special circumstances (to be specified), the Chairman of the meeting is of the opinion should be considered at this meeting as a matter of urgency.

11. EXCLUSION RESOLUTION (REMAINING ITEMS)

Motion (Which may be amended as Members think fit):

That the public be excluded from this meeting during consideration of the remaining items on the agenda, because of the likelihood of disclosure of "exempt information" which falls within one or more descriptive category or categories of the Local Government Act 1972, Schedule 12A, as amended by The Local Government (Access to Information) (Variation) Order 2006, and specified on the agenda item or report relating to each such item respectively.

THERESA GRANT
Chief Executive

Scrutiny Committee - Tuesday, 22 July 2014

Membership of the Committee

Councillors A. Mitchell (Chairman), M. Cordingley (Vice-Chairman), R. Bowker, D. Butt, K. Carter, L. Dagnall, Mrs. P. Dixon, Mrs. L. Evans, J. Holden, Mrs. J. Reilly, D. Western and J. Lloyd (ex-Officio)

Further Information

For help, advice and information about this meeting please contact:

J. Maloney, Democratic Services Officer, 0161 912 4298

Tel: 0161 912 4244

Email: democratic.services@trafford.gov.uk

This agenda was issued on Monday, 14 July 2014 by the Legal and Democratic Services Section, Trafford Council, Trafford Town Hall, Talbot Road, Stretford M32 0TH.

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TRAFFORD COUNCIL

MEMBERSHIP OF COMMITTEES 2014/15

Notes on Membership:

(1) The Scrutiny Committee shall have a membership of 11, or, where this does not achieve the political balance required under the Local Government and Housing Act 1989, whatever figure is necessary to reflect the proportional representation of political groups.

(2) The Scrutiny Committee shall be chaired by a Councillor who is a member of the largest political group on the Council. The person appointed as Vice-Chairman shall not be a member of the same political group as the person appointed as Chairman.

(3) The Chairmen of both the Scrutiny Committee and the Health Scrutiny Committee shall be appointed as ex-officio Members of the opposite scrutiny committee.

(4) The Scrutiny Committee shall appoint co-opted Members when that committee considers education matters.

COMMITTEE	NO. OF MEMBERS	
SCRUTINY COMMITTEE	11 (plus the Chairman of the Health Scrutiny Committee as an ex-officio Non-Voting Member) + 5 CO-OPTED MEMBERS + 3 NON-VOTING MEMBERS (when considering Education matters)	
CONSERVATIVE GROUP	LABOUR GROUP	LIBERAL DEMOCRAT GROUP
Councillors:- Dylan Butt Mrs. Pamela Dixon Mrs. Laura Evans John Holden Alan Mitchell CH Mrs. June Reilly	Councillors:- Karina Carter Mike Cordingley V-CH Louise Dagnall Denise Western	Councillors:- Ray Bowker
TOTAL	6	4
		1

SCRUNTINY COMMITTEE CO-OPTED MEMBERS FOR EDUCATION MATTERS

Church of England (VOTING MEMBER): Vacancy

Roman Catholic (VOTING MEMBER): **Sister P. Goodstadt**

Parent-Governor Representatives

Primary (VOTING MEMBER): Vacancy

Secondary (VOTING MEMBER): **Mrs. D. Haddad**

Special (VOTING MEMBER): Vacancy

Teacher Representatives

(NON-VOTING MEMBER): **Mr. D. Kitchen**

(NON-VOTING MEMBER): Vacancy

(NON-VOTING MEMBER): Vacancy

SCRUTINY COMMITTEE

Terms of Reference

1. To act as the Council's Overview and Scrutiny Committee and Crime and Disorder Committee for the purposes of all relevant legislation including, but not limited to, the Local Government Act 2000 (as amended), and Police and Justice Act 2006.
2. The Committee will also be responsible for the review and scrutiny of decisions made or actions taken in connection with the provision, planning and management of education in the borough of Trafford and, in particular, all of the functions of the Council as an education authority under the Education Acts, School Standards and Framework Act 1998 and all other relevant legislation in force from time to time. Co-opted Members will be appointed to discuss education matters and will attend the Scrutiny Committee when they consider education matters.

General Role

3. Subject to statutory provision, to review and scrutinise decisions made or actions taken in connection with the discharge by the Council of its functions and by relevant partner authorities.
4. In relation to the above functions:
 - a) to make reports and/or recommendations to the full Council, Executive of the Council, any joint committee or any relevant partner authority as appropriate
 - b) to consider any matter affecting the area or its inhabitants
5. In relation to any function within the remit of this Committee:-
 - a) as set out in (b) below to exercise the power to call in, for reconsideration, executive decisions made but not yet implemented set out in Section 21(3) of the Local Government Act 2000.
 - b) The call-in of an executive decision is to be exercised as follows:-
 - i) the decision must not have been designated as urgent by the decision taker

- ii) the request to call in a decision must be made within 5 working days of the decision being published
 - iii) any 3 members of an overview and scrutiny committee or select committee can ask the Chairman of this Committee or, in his/her absence, the Vice-Chairman to call in an executive decision
 - iv) in deciding whether or not to approve the request to call in a decision, the Chairman or Vice-chairman may consult the Vice-Chairman and the chairmen of the Select Committees as appropriate
 - v) if the Chairman, or Vice-Chairman as appropriate, approve the call in of a decision the request to call in the decision must be made to the Chief Executive within the timescale set out in (ii) above
 - vi) the Chairman may decide, after consulting as appropriate, to call in a decision whether or not a request under (iii) has been received.
6. To put in place and maintain a system to ensure that referrals from overview and scrutiny to the Executive, either by way of report or for reconsideration, are managed efficiently and do not exceed the limits set out in the Constitution.
7. At the request of the Executive, to make decisions about the priority of referrals made in the event of reports to the Executive exceeding limits in the Constitution, or if the volume of such reports creates difficulty for the management of executive business or jeopardises the efficient running of Council business.
8. To report annually to full Council on its workings, set out their plans for future work programmes and amended working methods if appropriate.

Specific functions

9. Maintain a strategic overview of progress towards the achievement of the ambitions and priorities within Trafford's Sustainable Community Strategy.

10. Identify the Committee's strategic priorities and determine the Overview and Scrutiny work programme to facilitate constructive evidence based critical-friend challenge to policy makers and service providers within the resources available.
11. Assist and advise the Council in the continued development of the Overview and Scrutiny function within Trafford.
12. Receive, consider and action as appropriate requests:
 - a) from the Executive in relation to particular issues; and
 - b) on any matters properly referred to the Committee
13. Identify areas requiring in-depth review and allocate these to an appropriate Topic Group. The Committee in consultation with the leader of the relevant Topic Group will set the terms of reference, scope and time frame for the review by the Topic Group.
14. In relation to the terms of reference of the Committee it may:
 - a) assist the Council and the Executive in the development of its budget and policy framework by in-depth analysis of policy issues;
 - b) review and scrutinise the decisions made by and performance of the Executive and/or committees and Council officers both in relation to individual decisions and over time;
 - c) review and scrutinise the performance of the Council in relation to its policy objectives, performance targets and/or particular service areas;
 - d) review and scrutinise the performance of other public bodies in the area and invite reports from them by requesting them to address the overview and scrutiny committee and local people about their activities and performance;
 - e) conduct research, community and other consultation as it deems appropriate in the analysis of policy issues and possible options;
 - f) question and gather evidence from any other person with their consent.

- g) consider and implement mechanisms to encourage and enhance community participation in the development of policy options;
- h) question members of the Executive and/or committees, senior officers of the Council and representatives of relevant partner authorities on relevant issues and proposals affecting the area and about decisions and performance;
- i) liaise with other external organisations operating in the area, whether national, regional or local, to ensure that the interests of local people are enhanced by collaborative working; and
- j) undertake any other activity that assists the Committee in carrying out its functions.

Delegation

15. The Scrutiny Committee shall have all delegated power to exercise the power and duties assigned to them in their terms of reference.

SCRUTINY COMMITTEE

5 FEBRUARY 2014

PRESENT

Councillors M. Cordingley (Vice-Chairman, in the chair), S. Adshead, R. Bowker, R Chilton, Mrs. P. Dixon, A. Duffield, J.R. Reilly, D. Western and J. Lloyd (ex-Officio)

In attendance

Deborah Brownlee	Corporate Director Children, Families and Wellbeing
Carol Baker	Joint Director, Services for Children, Young People and Families (Strategic and Professional Lead for Healthcare)
Longshaw	Strategic Manager - Neighbourhoods and Communities
Sonia Cubrilo	Strategic Manager - Neighbourhoods and Communities
Richard Roe	Head of Growth
Martin Ledson	Growth & Business Development Manager
Stephen James	Economic Growth Manager
Joseph Maloney	Senior Democratic Services Officer
Sharman Frost	Democratic Services Officer

APOLOGIES

Apologies for absence were received from Councillors B. Shaw and C. Candish

67. MINUTES

RESOLVED: That the Minutes of the Meeting held on 11 December 2013 be approved as a correct record and signed by the Chairman.

68. DECLARATIONS OF INTEREST

No declarations were made.

69. BUDGET SCRUTINY REPORT

The Committee received and noted the Budget Scrutiny Report for 2014-15, and were advised that the report had been presented to the Executive Committee on Monday 27th January 2014, and that the Executive's formal response will be incorporated into the Budget Executive Meeting in February 2014.

RESOLVED:

- (1) That the content of the report be noted.
- (2) That the Committee, as part of its ongoing work programme, revisit progress on the Executive's formal responses to its Budget Scrutiny report.

70. TOWN CENTRE UPDATE ON PROGRESS

The Committee received a report from the Executive Member for Economic Growth and Prosperity on the Council's progress in supporting Town Centres within the Borough. The report gave the Committee an update on activity,

achievements to date, and the future work programme in Altrincham, Sale, Stretford and Urmston Town Centres.

Members were given the opportunity to comment and raise queries on the content of the report, these included discussions on public transport into the town centres; improved signposting to car parking facilities, and steps that need to be investigated to enforce tidying up derelict areas of land.

The number of vacant premises in the town centres was raised, and Members were advised that this was being addressed in the format of the individual town centre plans, outlining successful initiatives, including the Landlords Forum model in Altrincham being applied to other town centres. Discussions with managing agents in encouraging a joined up approach of working together was proving to have some successful outcomes for the future.

The Chairman then thanked the Executive Member for Economic Growth and Prosperity, and supporting officers for their attendance and the information which they had supplied in addition to the report.

RESOLVED:

- (1) That the content of the report, and the responses by the Executive Member to questions, be noted and welcomed.
- (2) That the Committee, as part of its ongoing work programme, receive further progress updates on town centre activities in due course.

71. CHILDRENS SERVICES PERFORMANCE UPDATE 2012-13

The Committee received a progress report from the Executive Member for Supporting Children and Families, and Corporate Director for Children, Families and Wellbeing. Members were advised that the report highlights significant challenges to the ongoing increase in demand to services, and that changes to implement the refreshed working practices were now embedded.

An opportunity was given for Members to raise questions, and the discussions concentrated on the main areas highlighted in the report; including, the Children's Centres where it was reported that registration of younger pre-school children had increased and that the implementation of the Early Years Pathway has had a positive effect on this increase. Volunteers in the Children's Centres had shown an improvement, giving local families the opportunity and skills to support future employment.

It was noted that the ongoing advice and guidance given by Connexions Service working with Secondary Schools and Trafford College, was proving successful in working with young people who are either not in education, training or employment (NEET), or identified as being at risk.

Members were advised that successful working relationships with multi agency partnerships, including the voluntary sector, had shown an improvement in many

Scrutiny Committee
5 February 2014

areas; including the reduction of First Time Entrants to the Children and Young Peoples Service Early Help Strategy. Members were pleased to note that this reduction led onto fewer young people receiving custodial sentences, and a significant reduction of re-offending.

The Chairman then thanked the Executive Member, Director, and supporting officers for their attendance and the information which they had supplied in addition to the report.

RESOLVED:

- (1) That the content of the report, and the responses by the Executive Member to questions, be noted and welcomed.

72. UPDATE ON TOPIC GROUPS

Councillor Chilton advised the Committee that the Cycling Topic Group meetings would resume on 17 February 2014, following the postponement of the Topic Group whilst the Budget Scrutiny Meetings were taking place. The Topic Group were waiting for information from Transport for Greater Manchester, and it was anticipated that this information would be received in advance of its meeting. He also advised that a Topic Group Meeting would be taking place in early March, to receive a report on the outcomes of the public consultation into the Secondary School Sufficiency Review.

The meeting commenced at 6.30 pm and finished at 7.55 pm

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Councillor John Reilly
Executive Member,
Environment & Operations

Trafford Town Hall
Talbot Road
Stretford
M32 0TH

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J. Maloney

Our ref:
Your ref:
Date: 2 Jul 2014

Dear Councillor Reilly,

Commuter Cycling Review : Findings of Scrutiny Topic Group

On behalf of the Scrutiny Topic Group's Members I would like to thank your officers and your predecessor for the support given to the Group in reviewing Commuter Cycling in Trafford. Members welcomed the input from Transport for Greater Manchester following additional queries, which were answered in a timely manner.

Members recognised and welcomed the ongoing partnership engagement between Transport for Greater Manchester and its links with Trafford Council, and noted the funding that has been secured for ongoing works from:

- Local Sustainable Transport Fund (£1.3m)
- Cycle Safety Fund (£140k)
- Cycle City Ambition Grant (£1.8m)
- Trafford Partnership (£130,000)
- Greater Manchester Casualty Reduction Partnership Reward Grant (£80,000)

In light of this, the Topic Group would be pleased to receive a report to the Scrutiny Committee at a meeting in the new municipal year, outlining details of what the funding is being used for, and where the funding is held.

Concluding its review of Commuter Cycling in Trafford, the Topic Group Members would be pleased to offer the following recommendations to be taken into consideration:

1. The Transpennine Trail is appreciated as a valued location for off road cycling, but sections are currently in a poor state of repair. With this in mind the Topic Group Members recommend that the Council should establish dialogue with all the landowners and organisations with an interest in the trail, to ensure that ongoing maintenance is given a higher priority.

2. Topic Group Members were advised that there had been an increase in cycling, associated with investment which has been made in Trafford, and it is recommended that communication be improved to promote Trafford as a successful Borough for cycling.
3. It is recommended that a leading figurehead such as the Leader of the Council, could be considered to champion cycling in Trafford, and that photograph opportunities should be explored.
4. Members were informed that a Trafford based Cycling Strategy was being compiled, and request that when completed the Strategy should be presented to a future Scrutiny Committee meeting.
5. It is recommended that encouragement be given, through the Cycling Strategy if appropriate, to the affording of priority to the maintenance of sections of highways used particularly by cyclists, such as cycle lanes, or the 2m of carriageway closest to the kerb where no cycle lane is present, wherever this is feasible.
6. It is proposed that closer working be promoted between the Council's Highways and Planning departments and developers, to ensure that high quality facilities for cyclists – routes, parking / storage facilities and shower / change facilities - be included in the highways / transport infrastructure associated with new developments subject to future planning applications. The importance of building in high quality, convenient cycle storage to residential developments is particularly highlighted.
7. The Topic Group would welcome the provision of better cycle parking at large facilities in Trafford to include all sporting arenas, Trafford's parks, and shopping areas including: the Trafford Centre, Stretford Mall, Sale, Altrincham, and Urmston town centres.
8. Topic Group Members recognise that there are events held in the Greater Manchester area promoting the use of bicycles, and recommend that the Council should form better links to tie in with the event organisers to promote cycling in Trafford.
9. The Topic Group would be pleased if the introduction of Member Cycle Champions was to be mainstreamed from each political party, so as to ensure that there will be continuity for the future of promoting cycling in Trafford.
10. The work of Council officers in securing the high level of capital investment in cycling, as outlined above, is welcomed. However, this will provide only the start of what we would like to see achieved for cyclists in Trafford in the long term. It is recommended that officers continue to work with partners, particularly with Sustrans and TfGM, to secure continued investment in cycling; and that they develop a long term programme of cycle investment schemes in partnership with the Trafford Cycle Forum.

Once again, I wish to thank you and your officers for supporting the Topic Group in its review of Cycling in Trafford, and hope that due consideration will be given to these recommendations, and a response made in due course.

Yours sincerely

R. Chilton

Councillor R. Chilton
Chairman of Scrutiny Topic Group

Cc: Aidan Flynn
Dominic Smith
Cllr. Cordingley
Cllr. Bowker
Cllr. Boyes
Cllr. Brophy
Cllr. Duffield
Cllr. Evans

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TRAFFORD COUNCIL

Report to: Council
Date: 16 July 2014
Report for: For approval
Report of: Corporate Director of Transformation and Resources/Statutory Scrutiny Officer

Report Title

Scrutiny Arrangements

Summary

The report sets out recommendations about the operation of Scrutiny Committees following the abolition of the role of Scrutiny Topic Group Chairmen at the Annual Meeting.

Recommendation(s)

1. That Scrutiny Topic Groups be abolished and that the arrangements for dealing with issues be decided upon by the relevant Scrutiny Committee.
2. That the Director of Legal and Democratic Services make any necessary constitutional changes as a result of these changes.

Contact person for access to background papers and further information:

Name: Peter Forrester, Democratic and Performance Services Manager

Extension: 1815

Background Papers:

None

1.0 Background

1.1 The Council agreed the current model for Scrutiny at its meeting on 19 September 2012. This model included the formation of four Topic Groups with a Chairman who was paid an allowance to lead the work of the Group.

1.2 The role of Topic Group Chairman was abolished at the Annual Meeting on the 11 June and the Council asked for a report on future arrangements to be brought to this meeting.

1.3 Topic Groups were intended to be Member led and adopted a work programme in October 2012. They completed reviews and work on the following:

- Review of Doorstep Crime
- Review of Community Asset Framework
- Review of Investment in Street Lighting
- Review of Environmental Enforcement
- Secondary school place sufficiency review
- Review of Cycling in Trafford
- Dignity Review

2.0 Proposed Way of Working

2.1 The abolition of the Topic Group Chairman role provides an opportunity to review the approach. The main principle behind the Topic Group model was that they could respond flexibly and quickly to issues rather than do long and detailed pieces of work. A number of the reviews above, were short, focused reviews involving a group of interested members. This model can be carried forward.

2.2 The proposed future model of operation is:

- The general principle is that Scrutiny Committees should be flexible in their approach and consider issues at the most appropriate and relevant time.
- Scrutiny Committees should prepare an overview work programme for the year at their first meeting. This will include any significant items on the horizon and any follow up issues. However, the work programme should provide sufficient capacity for ad hoc and current issues to be added to the agenda as and when they arise.
- Scrutiny Committees should be free to decide the most appropriate approach to their consideration of items. Some items may be best dealt with at a full Committee or a special meeting. Others might be best dealt with by a few Members in a “task and finish” group. The outputs should generally be short and to the point to have maximum impact, although there might be occasions where a longer report is felt to be necessary.

2.3 The Chairman and Vice Chairman will be responsible for developing the work programme and recommending the most appropriate way of considering items. Scrutiny support work will continue to be provided by Democratic Services and the service is developing a more flexible working model to achieve this.

2.4 The proposals outlined above will require some changes to the procedure rules and scrutiny protocols and it is recommended that the Director of Legal and Democratic Services be authorised to make any necessary amendments as a result of these changes.