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TRAFFORD COUNCIL

AGENDA PAPERS FOR SCRUTINY COMMITTEE MEETING

Date: Wednesday, 3 October 2018

Time: 6.30 p.m.

Place: Committee Rooms 2 & 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. MINUTES | | |
| To receive and, if so determined, to agree as a correct record the Minutes of the meeting held on 4 July 2018. | | 1 - 6 |
| 3. 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. | | |
| 4. EXECUTIVE'S RESPONSE TO THE TASK AND FINISH GROUP REVIEW OF THE COUNCIL'S CRM SYSTEM | | |
| To receive a report of the Corporate Director of Governance and Community Strategy. | | To Follow |
| 5. REPORT ON COMPLAINTS DETERMINED BY THE LOCAL GOVERNMENT AND SOCIAL CARE OMBUDSMAN 2017/18 | | |
| To receive a report of the Executive Member for Constitutional Reform and Resident Engagement which was presented to the Executive on 17 September 2018. | | 7 - 12 |

6. FIRE SAFETY IN HIGH RISE TOWER BLOCKS - UPDATE

To receive a report of the Corporate Director of Place. To Follow

7. REDUCING SINGLE USE PLASTIC IN TRAFFORD

To consider a Council resolution relating to reducing single use plastic which was referred from Council on 25 July 2018 so that Scrutiny Committee can advise on its delivery. 13 - 14

8. OVERVIEW REPORT

To receive a report of the Chair of Scrutiny Committee. 15 - 32

9. URGENT BUSINESS (IF ANY)

Any other item or items which, by reason of special circumstances (to be specified), the Chair of the meeting is of the opinion should be considered at this meeting as a matter of urgency.

JIM TAYLOR

Interim Chief Executive

Membership of the Committee

Councillors D. Acton (Chair), C. Boyes (Vice-Chair), R. Bowker, J. Coupe, J. Holden, A. New, B. Shaw, S. Taylor, S. Thomas, A.J. Williams, M. Young, R. Chilton (ex-Officio) and D. Western (ex-Officio).

Further Information

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

Chris Gaffey, Democratic & Scrutiny Officer,
Tel: 0161 912 2019
Email: chris.gaffey@trafford.gov.uk

This agenda was issued on **Thursday, 27 September 2018** by the Legal and Democratic Services Section, Trafford Council, Trafford Town Hall, Talbot Road, Stretford M32 0TH.

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SCRUTINY COMMITTEE

4 JULY 2018

PRESENT

Councillor D. Acton (in the Chair).

Councillors C. Boyes (Vice-Chair), R. Bowker, J. Holden, A. New, B. Shaw, S. Taylor, S. Thomas, A. Williams and R. Chilton (ex-Officio).

In attendance

P. Forrester - Head of Governance
I. Cockill - Senior Democratic and Scrutiny Officer

APOLOGIES

Apologies for absence were received from Councillors J. Coupe, M. Young and D. Western (ex-Officio).

1. ATTENDANCES

Councillor Acton welcomed the new Members of the Committee and in particular, Councillors New and Thomas who had recently been elected on the Council. The Committee also welcomed Councillor Freeman, Executive Member for Constitutional Reform and Resident Engagement who was attending for a number of specific items on the agenda.

2. CHAIR AND VICE-CHAIR OF THE COMMITTEE 2018/19

RESOLVED: That, as determined at the Annual Meeting of Council held on 23 May 2018, Councillors Acton and Boyes are appointed as Chair and Vice-Chair respectively, of the Scrutiny Committee for the municipal year 2018/19.

3. MEMBERSHIP OF THE COMMITTEE 2018/19

RESOLVED: That the Membership of the Scrutiny Committee for the municipal year 2018/19, as determined by Council at the Annual Meeting held on 23 May 2018 and set out as follows, be noted:

Councillors Acton, Bowker, Boyes, Coupe, Holden, New, Shaw, Taylor, Thomas, Williams, Michael Young, Chilton (ex-officio non-voting) and Denise Western (ex-officio non-voting).

4. TERMS OF REFERENCE FOR THE COMMITTEE 2018/19

RESOLVED: That the Committee's Terms of Reference, as agreed at the Annual Meeting of the Council held on 22 May 2018, be noted.

5. MINUTES

RESOLVED: That the minutes of the meeting held on 14 March 2018, be agreed as a correct record and signed by the Chair.

6. DECLARATIONS OF INTEREST

No declarations of interests were made by Members.

7. EXECUTIVE RESPONSE TO SCRUTINY COMMITTEE'S TASK AND FINISH GROUP REVIEW OF THE COUNCIL'S SCRUTINY FUNCTION

The Committee received the Executive's response to each of the recommendations proposed by the Committee's Task and Finish Group Review of the Council's Scrutiny Function. The recommendations had been considered by the Executive at its meeting held on 19 March 2018 and the response finalised by the Executive Member for Constitutional Reform and Resident Engagement.

Councillor Freeman, Executive Member for Constitutional Reform and Resident Engagement outlined the actions to be taken in response to the recommendations which included:

Recommendation 2: The proposal to include the Statutory Scrutiny Officer role alongside the statutory officer roles in the Constitution would be referred to the Constitutional Working Group that had been established.

Recommendation 9: The Leader was amenable to meeting with the Chairs' of Scrutiny.

Recommendation 11: The availability of a budget for Scrutiny to hire external experts when necessary would require an estimate of costs.

Recommendation 12: In connection with the webcast of Scrutiny meeting, the Constitutional Working Group had been requested to seek estimates, including options for audio only.

Concerning the transmission of Committee meetings it was acknowledged that public interest may vary for meeting to meeting, however, whatever the subject matter, everyone was entitled to have access to the business of the Committee and webcasting was a way of enhancing engagement. Members discussed the affordability of the proposals and accepted audio as a viable alternative to webcasts. It was recognised that the broadcast of meetings would be an incremental process which would hopefully be rolled out across all Committees and that marketing would be an influencing factor upon success.

RESOLVED: That the report be noted.

8. PUBLIC ENGAGEMENT WITH SCRUTINY

Linked to the previous item (Minute No. 7) the Task and Finish Group's review of the scrutiny function, the Committee noted that the recommendations sought to embrace openness and transparency of Council business and that this would extend beyond the statutory committee framework to task and finish group work. Naturally, the type of engagement would be accessed on a case by case basis

and some caution was expressed that broadcasting may slow or inhibit scrutiny investigations.

The Executive Member for Constitutional Reform and Resident Engagement advised that the issue of public engagement would be explored further by the Constitutional Working Group.

RESOLVED: That this matter be noted.

9. GREATER MANCHESTER STRATEGY IMPLEMENTATION PLAN AND PERFORMANCE DASHBOARD

The Committee received a report produced by the Greater Manchester Combined Authority (GMCA) on the development of the two year Greater Manchester Strategy (GMS) Implementation Plan and along with a copy of the performance dashboard which provided the first assessment of performance against headline GMS targets compared to the baseline position.

Despite the detail in the report, there was uncertainty as to how the indicators represented what was specifically happening in Trafford in terms of why and where, and whether or not the Council would be able to drill down through the statistics to ward level. It was acknowledged, however, that in utilising the performance dashboard the Council was best to start with the red 'RAG' rated indicators and those assessed as declining.

GMCA had requested that the report be considered to the Executive and Scrutiny Committee and there was an option to invite its officers to a meeting. Members considered it appropriate to consult with the Executive on future work so not to duplicate actions and also to liaise with the Council's own representatives on the Combined Authority to ascertain the outcomes at a regional level.

RESOLVED –

- (1) That the content of the report and dashboard be noted.
- (2) That the matter be discussed at the Scrutiny Chairs meeting with the Leader of the Council.
- (3) That the report and dashboard inform the work of the Health and Children and Young People's Scrutiny Committees.

10. ANNUAL DELIVERY PLAN 2017/18 - Q4 OUTTURN REPORT

The Committee received a report of the Executive Member for Constitutional Reform and Resident Engagement submitted to the Executive on 25 June 2018 which provided a summary of performance against the Council's Annual Delivery Plan, 2017/18. The report covered the period 1 January to 31 March 2017, as well as the full year-end performance.

Scrutiny Committee
4 July 2018

Members discussed the issue and the approach to tackling litter. Performance targets were all well but concern was expressed about the problem once targets were met. All agreed that education positively affected behaviour but it was the Council's responsibility to maintain clean spaces. The Chair confirmed that the matter would be addressed through the Task and Finish Group on the Amey Contract as performance against the target was a concern.

Sickness absence continued to be a concern and the Committee was advised that the issue was now to be targeted by Executive Member-led focus groups.

Indicators in relation to Delayed Transfers of Care attributable to Adult Social Care per 100,000 population 18 plus were also highlighted and Councillor Chilton informed Members that Health Scrutiny Committee was continuing to investigate a number of factors, however, the relatively high volume of delayed discharges from all hospital settings was something to be mindful of. It was also noted that the actual number of NHS Health Checks delivered to the eligible population aged 40-74 was in excess of the target and that the Trafford Clinical Commissioning Group would continue to monitor performance.

To assist with the monitoring of all delivery plan data and to be able to tabulate from the previous actual figures, there was a suggestion that equivalent figures from the previous year/month be included in future performance reports.

RESOLVED: That the report be noted.

11. SCRUTINY COMMITTEE WORK PROGRAMME 2018/19

The Committee received a report of the Chair setting out the proposed work programme for the 2018/19 municipal year following discussions with the Vice-Chair.

A Task and Finish Group and already been established and had commenced its review of the Council's Joint Venture Contact with Amey, which was envisaged to be a significant piece of work. Further topics for Task and Finish Group work had also been identified and the Committee was requested to prioritise the areas of review.

The issue of high rise cladding had been included in the Committee's work programme and it was suggested that this be widened to include Trafford Housing Trust repairs and safety procedures. It was acknowledged that in light of the Grenfell disaster, interim measures had been implemented which the Committee could oversee.

In connection with the proposed Task and Finish Group on Affordable Housing in Trafford, it was noted that the Council's Housing Strategy had recently been published with affordable housing targets. Developer Section 106 contributions were also a factor and the focus on private rent to buy properties.

Further to the report, the Chair also suggested a baseline report on the Trafford Youth Trust as a possible area of work.

Scrutiny Committee
4 July 2018

Members recognised that the Amey Task and Finish Group was initially a significant project and deferred programming the commencement of other Task and Finish work on the basis of capacity.

RESOLVED –

- (1) That the report be noted.
- (2) That a decision on an Affordable Task and Finish Group be postponed to enable Members to absorb the contents of the Council's recently published Housing Strategy.
- (3) That the programming of Task and Finish Group topics be revisited at the next meeting.

The meeting commenced at 6.30 p.m. and finished at 7.55 p.m.

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TRAFFORD COUNCIL

Report to: Executive
Date: 17 September 2018
Report for: Information
Report of: Executive Member for Constitutional Reform and Resident Engagement

Report Title

Report on Complaints Determined by the Local Government & Social Care Ombudsman 2017/18

Summary

There is a statutory duty to report to Members on adverse outcomes of complaints formally investigated by the Local Government & Social Care Ombudsman. This report sets out the background to this duty, and provides Members with a summary of complaints determined in 2017/18.

Recommendation(s)

That the content of the report be noted.

Contact person for access to background papers and further information:

Name: J.M.J. Maloney

Extension: 4298

Background Papers: None.

Implications:

| | |
|---|--|
| Relationship to Policy Framework/Corporate Priorities | <i>Complaint outcomes are potentially relevant across the range of Council policies.</i> |
| Relationship to GM Policy or Strategy Framework | <i>None directly arising from this information report.</i> |
| Financial | <i>None directly arising from this information report.</i> |
| Legal Implications: | <i>None directly arising from this information report.</i> |
| Equality/Diversity Implications | <i>None directly arising from this information report.</i> |
| Sustainability Implications | <i>None directly arising from this information report.</i> |
| Resource Implications e.g. Staffing / ICT / Assets | <i>None directly arising from this information report.</i> |
| Risk Management Implications | <i>None directly arising from this information report.</i> |
| Health & Wellbeing Implications | <i>None directly arising from this information report.</i> |
| Health and Safety Implications | <i>None directly arising from this information report.</i> |

Background

1. Complaints to the Local Government & Social Care Ombudsman

Services provided by the Council and agencies working on its behalf are subject to the jurisdiction of the Local Government & Social Care Ombudsman, who is empowered to investigate complaints of maladministration and / or injustice in relation to the delivery of those services.

Ordinarily the Ombudsman will only investigate complaints which have completed progress through all stages of the Council's Corporate or Statutory complaints procedures. The Ombudsman also operates, for the majority of complaints, a 2-stage assessment process, whereby complaints are only referred for investigation where, on the face of it, it appears that this could be warranted.

It follows from this that the population of complaints actually referred by the Ombudsman for detailed investigation is comparatively small, and will tend to involve the most long-running and intractable issues; there is therefore potentially an increased likelihood that any complaint subject to detailed investigation will be upheld.

2. The Requirement to Report to Members

There are two distinct circumstances where reports on Ombudsman complaints are required to Members.

- In rare, and generally particularly serious, cases where the Ombudsman has formally issued a "Public Interest" report, LGA '74 s. 30(1) provides that a report must be made to Members.
- There is a broader requirement, under LGHA '89, to advise Members of any findings of "maladministration", whether under a Public Interest report or a more usual Decision Statement.

3. Change in Ombudsman Complaint Classification / Need to Report

It is many years since the Ombudsman issued a Public Interest report in relation to Trafford. Generally this would only be in the most serious cases of what was deemed to be "maladministration", and in all likelihood where significant injustice to the complainant, arising from that maladministration, had also been identified.

More recently, the Ombudsman amended its classification / definition system, to refer primarily to a binary distinction of complaints as being "Upheld" or "Not Upheld". Crucially, any complaint deemed to be upheld is classed as "Maladministration", however trivial the identified fault, and whether or not any injustice arose to the complainant as a result of that fault. As a result of this descriptive change, the Council now receives comparatively regular findings of "Maladministration". Another consequence of the use of this term to define the finding in these cases is that it also triggers the statutory requirement under LGHA '89 to report on "Maladministration" findings to Members.

Whilst there has been no substantive change in the complaints environment or the Council's performance, this additional reporting requirement has arisen essentially from a change in the Ombudsman's terminology.

4. Complaints 2017/18

For the purposes of this report, the complaints included are those recorded in the Ombudsman's Annual Letter for 2017/18 as having been formally determined within that municipal year.

Annexe A provides for Members' information an anonymised summary of cases where complaints have been upheld, and thus, under the current classification, deemed to involve "maladministration". Details are included of service area, subject of the complaint, and outcome following the Ombudsman's investigation.

Of the 14 complaints categorised by the Ombudsman as having been formally investigated, 7 (50%) were upheld. It should be noted that owing to the length of investigation a number of these related to ongoing complaints primarily handled in the previous year. (In the previous year 52% were upheld; though the small population and timing issues make it difficult to draw any secure conclusions from this data.)

Of the 7 upheld complaints during the year 1 involved no remedial action at all (Please see commentary at Annex A); and 2 more involved no direct financial penalty. In general, any more significant financial impacts resulted from restitution of services which had not been provided, or waiver of charges incurred. In no case has the Ombudsman sought to issue a Public Interest Report. (Historically, any finding of Maladministration Causing Injustice would probably have led to the issuing of such a report.) This suggests that in the Ombudsman's terms these are not amongst the most concerning complaints they encounter.

Other Options

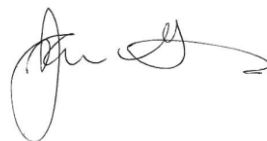
None: there is a duty for these findings to be reported to Members.

Reasons for Recommendation

To satisfy a statutory duty in ensuring that Members are informed of the outcome of Ombudsman investigations.

Finance Officer Clearance NB

Legal Officer Clearance JL



[CORPORATE] DIRECTOR'S SIGNATURE (electronic).....

To confirm that the Financial and Legal Implications have been considered and the Executive Member has cleared the report.

OMBUDSMAN DECISIONS 2017/18 – UPHELD COMPLAINTS

| Refs. | Notes | Area | Description | Outcome |
|----------|----------|---------------------------------|--|---|
| 15000038 | 14.06.17 | Adult Social Care | Failure to keep proper and suitable records, entailing uncertainty and potential risk. | Financial payment in respect of service user's best interests; amendment to Council procedures; and incorporation of Ombudsman's decision within care records. |
| 16003341 | 26.7.17 | Adult Social Care | Failure to complete re-assessment of care & support needs in good time. | Apology; completion of care plan; payment in respect of frustration and missed support; and requirement to ensure support officers have appropriate specialist training. |
| 17009532 | 11.1.18 | Waste Management | Failure to deal properly with reports of missed refuse and recycling collections. | Council acknowledged fault in relation to a proportion of the incidents cited; offered reimbursement of the appropriate proportion (£748) of costs claimed by the complainant; Ombudsman accepted this proposal. |
| 17014905 | 25.1.18 | School Appeals | * SEE BELOW: The complaint related to the handling of a School Appeal. | * SEE BELOW: The investigation was discontinued when a school place was awarded by the desired school. |
| 17009001 | 15.2.18 | Building Control / Enforcement | Unreasonable delay in taking enforcement action against breaches of planning and building control. | Council to seek Counsel's opinion on enforcement options and conclude enforcement investigations within 6 months, report formally and supply the report to the complainant and Ombudsman; provide complainants with monthly updates; re-provide a comprehensive list of issues. |
| 17001861 | 26.3.18 | Adult Social Care / Adaptations | Delay in completion of grant process. | Time and trouble payment of £500 recommended. |
| 17013335 | 28.3.18 | Waste Collection | Failure to ensure bins returned to proper place, and in complaint handling. | Apology for time and trouble, and for inadequate instructions to crews; monitor and share outcome with complainant; consider allocation of a specific collection point. |

* PLEASE NOTE: This complaint has been categorised in the Ombudsman's statistical summary as "Upheld", following a "Detailed Investigation". From an examination of its records, the Council has concerns regarding both of these classifications.

Whilst the investigation was in progress, the Ombudsman issued a Final Decision Letter indicating that the investigation had been discontinued, as a school place had been offered; and formally classifying the complaint as "Upheld – no further action".

It is assumed that the Ombudsman's inference was that, in offering a place, the Council was acknowledging fault and taking action to remedy it. In fact, the award of the place was because the school in question had independently decided to expand its capacity. This decision was entirely unrelated to any fault, and unrelated to the Ombudsman's Investigation. The school's decision was made prior to the Ombudsman's enquiries. No fault was admitted by the Council; as the investigation was discontinued, it is unclear that any fault was formally identified; and the Council was not in a position to query or challenge the finding prior to its publication.

In this light, the Council would take the view that it is not clear that a detailed investigation was completed, and that the finding of "Upheld" does not reflect the actual position.

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Resolution - Reducing Single Use Plastic in Trafford

Council notes that one million plastic bottles are bought around the world every minute. Across the country, only 40% of plastic waste is recycled domestically while eight million tons of plastic waste ends up in the world's oceans each year. Here it endangers marine life and can enter the food chain where it is known to pose risks to human health.

Council believes that the reduction of single-use plastic would benefit health in Trafford and reduce waste.

Council therefore requests the Executive Member for the Environment, Air Quality and Climate Change to:

1. Develop a robust strategy to ensure Trafford Council phases out single-use plastics (SUP) in its activities within the next two years.
2. Work with partners and other large institutions to encourage them in developing similar strategies to reduce SUP.
3. Inform the public of Trafford of the reasons for phasing out SUP and encourage them to switch to alternatives.

Council also agrees to:

1. Incorporate the phasing out of SUP into Trafford Council's Sustainability Strategy.
2. Refer all of the recommendations in this motion to Scrutiny Committee in order to advise the Executive on effective delivery.
3. Ask the Executive Member for the Environment, Air Quality and Climate Change to write to the Environment Secretary, requesting that the reduction of SUP form part of any future national Waste Management Strategy.
4. Commit the Council to explore the implementation of reusable cups to officers and members to show leadership on this important issue.

In line with proposals set out in this motion, Council will be pleased to note that the Executive Member for the Environment, Air Quality and Climate Change has already asked that single use plastic cups are no longer to be used for meetings in Trafford as a first step towards the complete elimination of single use plastics and that this measure is now in place.

Furthermore, Council welcomes the work that the Leader of the Council has done with the Mayor in visiting a local school and agreeing to eliminate a number of single use plastics in council buildings at the request of some of our youngest residents.

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TRAFFORD COUNCIL

Report to: Scrutiny Committee
Date: 3 October 2018
Report for: Information
Report of: Chair of Scrutiny Committee

Report Title

Overview Report

Purpose

This report provides information on the following:

- Work Programme
- Task & Finish Groups
- Recommendation Tracker
- Summary of Executive Decisions

Recommendations

That the report be noted.

Contact person for access to background papers and further information:

Name: Chris Gaffey, Democratic & Scrutiny Officer.
Phone: x2019

1. Work Programme

| Wednesday 4 July 2018 – 6:30pm, Committee Rooms 2 & 3 Trafford Town Hall | | | | |
|--|--|---|------------------------|---|
| <i>Report submission deadline – midday Tuesday 26 June 2018</i> | | | | |
| Item | Information | Executive Member(s) | Lead Officer(s) | Comments |
| Executive's Response to the Task & Finish Group Review of the Council's Scrutiny Processes | The Executive are to provide a response to the Committee's Task and Finish Group report following a review of the Council's Scrutiny Function, which was presented to the Executive at their meeting on 19 March 2018. | Cllr M Freeman - Executive Member for Constitutional Reform and Resident Engagement | Peter Forrester | The Majority of recommendations have been accepted and are to be considered for adoption by the Constitutional Working Group. |
| Public Engagement with Scrutiny | The Executive Member for Constitutional Reform and Resident Engagement would lead a discussion on public engagement with Scrutiny. | Cllr M Freeman - Executive Member for Constitutional Reform and Resident Engagement | Peter Forrester | In principle support for webcasting / broadcasting and will be explored further by the Constitutional Working Group |
| Greater Manchester Strategy Implementation Plan and Current Performance Dashboard | The Executive Member for Equalities and Partnerships would provide an update on the development of the two year Greater Manchester Strategy Implementation Plan, along with a copy of the GMS performance dashboard. | Cllr C Hynes - The Executive Member for Equalities and Partnerships | N/A | The matter is to be discussed at the Scrutiny Chairs meeting with the Leader of the Council to see how it can be taken forward. |
| ADP Report (2017/18 Quarter Four) | A report providing a summary of performance against the Council's Annual Delivery Plan, 2017/18, | Cllr M Freeman - Executive Member for Constitutional | Peter Forrester | Performance noted and concerns raised about: sickness absence; litter; and delayed |

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|----------------|--|---|--------------|---|
| | covering the period 1 January to 31 March 2018. | Reform and Resident Engagement | | transfers of care (adult social care). |
| Work Programme | A report detailing the Committee's proposed work programme for the year. | N/A - Report of the Scrutiny Committee Chairman | Chris Gaffey | Noted the work programme and the prioritisation being given to the Task & Finish Group Review of the Amey Contract. |

Wednesday 3 October 2018 – 6:30pm, Committee Rooms 2 & 3 Trafford Town Hall

Report submission deadline – midday on Tuesday 25 September 2018

| Item | Information | Executive Member(s) | Lead Officer(s) | Comments |
|--|---|-----------------------------|------------------------|--|
| 2019/20 Budget Gap and Assumptions Page 17 | An update on the 2019/20 Budget Gap and the assumptions behind this to be provided to the Committee. | Cllr M Cordingley - Finance | Nikki Bishop | This was due to be the Budget Presentation. The formal budget will presented for the first time at the Executive meeting on 15 October, therefore it would not be not possible present at this meeting. The Budget presentation to Scrutiny will now be delivered at the November meeting. |
| Progress against the financial risks Identified as part of the 2018/19 Budget Scrutiny process | As part of the 2018/19 Budget Scrutiny process, the Committee were provided a list of the proposed savings / income generation and the risks associated with achieving these. The Committee would like an update on progress against these. | Cllr M Cordingley - Finance | Nikki Bishop | |

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| Executive's Response to the Task & Finish Group Review of the Council's CRM System | The Executive are to provide a response to the Committee's Task and Finish Group report following a review of the Council's CRM system, which was presented to the Executive at their meeting on 29 January 2018. | Cllr Freeman - Constitutional Reform and Resident Engagement | Jane Le Fevre | |
| 2017/18 Ombudsman Report | The Committee receives the annual report on Ombudsman complaints for information. | Cllr Freeman - Constitutional Reform and Resident Engagement | Jane Le Fevre | |
| Fire Safety in High Rise Tower Blocks - Update | To provide an update on safety in high rise tower blocks in Trafford. The last update was provided in March 2018. | Councillor Kevin Procter – Communities and Housing | Richard Roe | Section 2.7 of the report presented to the Committee in March 2018 states: <i>The works to the tower blocks is anticipated to be completed by autumn 2018, subject to the availability of the replacement panels.</i> |
| Reducing Single Use Plastic in Trafford | An amended Council motion relating to reducing single use plastic was agreed at full Council on 25 July. The motion recommended that this proposal be referred to Scrutiny for their input on delivery. | Councillor Stephen Adshead – Environment, Air Quality and Climate Change | Richard Roe | |
| Overview Report | An overview report including information on the Scrutiny work programme, task and finish group topics, Executive decisions, and a recommendation tracker. | N/A - Report of the Scrutiny Committee Chairman | Chris Gaffey | |

Wednesday 7 November 2018 – 6:30pm, Committee Rooms 2 & 3 Trafford Town Hall*Report submission deadline – midday on Tuesday 30 October*

| Item | Information | Executive Member(s) | Lead Officer(s) | Comments |
|---|--|---|------------------------------|--|
| 2019/20 Budget Presentation by the Leader of the Council | The Leader to provide a presentation on the draft budget proposals, including the Draft Medium Term Financial Plan (MTFP) and plans for the consultation process | Cllr A Western – Leader of the Council Cllr M Cordingley - Finance | Nikki Bishop | Rescheduled from 3 October meeting. |
| Scrutiny Task & Finish Group Review of the One Trafford Partnership | A report of the Task & Finish Group formed to conduct a review of the One Trafford Partnership. The report will set out the Group's findings along with their recommendations to the Executive. | N/A – Report of the Scrutiny Committee Chairman | Chris Gaffey | |
| Clean Air Plan (GM) | The plan is to be approved by all Greater Manchester Authorities by end of 2018. Ultimately it is to be approved by Council on 28 November 2018 but before then it's intended to go to Executive on 26 November. It is then proposed that the report and possibly a presentation go to the Scrutiny Committee on 3 October. | Councillor Stephen Adshead – Environment, Air Quality and Climate Change | Richard Roe | Rescheduled from October meeting. |
| Investment Strategy | To receive an update on the Investment Strategy | Councillor James Wright – Investment, Regeneration and Strategic Planning | Jane Le Fevre Richard Roe | Last update provided to the Committee in September 2017. Rescheduled from October meeting. |

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|-----------------------------------|--|--|----------------------------------|--|
| Constitution Working Group Report | A report of the Constitution Working Group setting out the proposed changes agreed by the Group. The report will also be referred to the Standards Committee and the Executive, before being considered by full Council on 28 November 2018. | Cllr Freeman - Constitutional Reform and Resident Engagement | Jane Le Fevre Peter Forrester | |
| Overview Report | An overview report including information on the Scrutiny work programme, task and finish group topics, Executive decisions, and a recommendation tracker. | N/A | Chris Gaffey | |

Budget Scrutiny

Two Budget Scrutiny sessions have been scheduled for 4 December and 6 December 2018.

| Wednesday 9 January 2019 – 6:30pm, Committee Rooms 2 & 3 Trafford Town Hall | | | | |
|--|---|--|------------------------|-----------------|
| <i>Report submission deadline – midday on Thursday 20 December 2018</i> | | | | |
| Item | Information | Executive Member(s) | Lead Officer(s) | Comments |
| 2019/20 Budget Scrutiny Report | A report produced by the Scrutiny Committee providing its recommendations on the 2019/20 Budget Proposals. | N/A – Report of the Scrutiny Committee | Peter Forrester | |
| Traffic Regulation Orders | A report to provide an update on Traffic Regulation Orders in Trafford. | Councillor Stephen Adshead – Environment, Air Quality and Climate Change | Richard Roe | |
| Overview Report | An overview report including information on the Scrutiny work programme, task and finish group topics, Executive decisions, and a recommendation tracker. | N/A | Chris Gaffey | |

| Wednesday 13 March 2019 – 6:30pm, Committee Rooms 2 & 3 Trafford Town Hall | | | | |
|---|---|---|------------------------|-----------------|
| <i>Report submission deadline – midday on Tuesday 5 March 2019</i> | | | | |
| Item | Information | Executive Member(s) | Lead Officer(s) | Comments |
| Executive Response to the 2019/20 Budget Scrutiny Report | A report providing a response to the recommendations made by the Scrutiny Committee as part of the 2019/20 Budget Scrutiny process. | Cllr A Western – Leader of the Council Cllr M Cordingley - Finance | Nikki Bishop | |

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| Social Investment Framework – Trafford Housing Trust | A report providing a further update on the arrangements for Trafford Housing Trust's Social Investment Framework. | Councillor Kevin Procter – Communities and Housing | Richard Roe | Following an update at the Scrutiny Committee meeting in March 2018, it was agreed that a further update be brought to the Committee to provide a progress update. |
| Overview Report | An overview report including information on the Scrutiny work programme, task and finish group topics, Executive decisions, and a recommendation tracker. | N/A | Chris Gaffey | |

| Items to be scheduled | | | | |
|------------------------------|---|--|------------------------|--|
| Item | Information | Executive Member(s) | Lead Officer(s) | Comments |
| 2018/19 ADP | To receive the proposed 2018/19 Annual Delivery Plan for any comments | Cllr Freeman - Constitutional Reform and Resident Engagement | Jane Le Fevre | The format of the 2018/19 ADP is still under consideration and will be brought to the Committee once it has been agreed. |

2. Task & Finish Groups

| Topic | Information | Members | Status |
|---|--|---|--|
| One Trafford Partnership Review | The Committee have agreed to conduct a Task & Finish Group review of the One Trafford Partnership. | Cllrs Acton (Chairman), Bowker, Boyes, Coupe, Longden, Shaw, Thomas and Williams. | Ongoing. |
| Affordable Housing in Trafford | This has been identified as a possible area of focus for a Task & Finish Group review. | N/A | Exploratory work underway. Scrutiny Members have been provided with a copy of Trafford's current Housing Strategy for 2018-2023 and will discuss this as a possible Task & Finish Group item during the 3 October meeting. |
| Review of the Council's Budget Scrutiny Process (as raised in the 2018/19 Budget Scrutiny report) | This has been identified as an area for review in previous Budget Scrutiny reports. | N/A | Not started. |

3. Recommendation Tracker

Task & Finish Group Review of the Council's CRM System (Presented to the Executive on 29 January 2018)

| Scrutiny Recommendation | Executive Response |
|---|---|
| Recommendation 1 – That the Executive Member for Highways, Parks and Environmental Services continues to work closely with Amey on improving the interface between Amey systems and the Council's CRM system to ensure residents and Members have an effective portal for reporting incidents, as well as ensuring that performance reporting is as accurate as possible. | Awaiting Executive Response – Expected to be presented at the Scrutiny Committee meeting on 3 October 2018. |
| Recommendation 2 – That the Executive consider conducting a review the Council's procurement process for large IT projects to ascertain whether any lessons can be learned following the procurement of the CRM system. | Awaiting Executive Response – Expected to be presented at the Scrutiny Committee meeting on 3 October 2018. |
| Recommendation 3 – That a further update on the CRM's implementation be provided to Scrutiny in due course, reporting on progress against the timeline. | Awaiting Executive Response – Expected to be presented at the Scrutiny Committee meeting on 3 October 2018. |

Task & Finish Group Review of the Council's Scrutiny Function (Presented to the Executive on 28 March 2018)

The following recommendations were recently considered by the Constitution Working Group. The Group agreed with the Executive responses listed below. However, it was noted that recommendation 4 should be more explicit in ensuring that a verbal update could be provided in conjunction with any written Scrutiny report presented to Council.

| Scrutiny Recommendation | Executive Response |
|---|--|
| Recommendation 1 – That the Member Development Steering Group create a Scrutiny Member Induction, Training and Engagement Programme, and that Scrutiny Members are encouraged to take advantage of this. | Accept the recommendation. |
| Recommendation 2 – That the role of Statutory Scrutiny Officer be highlighted in the Council's Constitution along with the other main designated Council Officers (the Head of Paid Service, Monitoring Officer and the Statutory Chief Finance Officer). | Do not accept the recommendation. The role is included in the Constitution and it is clear who the Statutory Scrutiny Officer is. There are other statutory roles set out in the Constitution including the Director of Adults, Director of Children's and Director of Public Health. The three roles set out are the ones with statutory protections and it is not appropriate to include this role in this |
| Recommendation 3 – That the annual Scrutiny report includes a review of the Council's Scrutiny process, assessing how it has performed over the year and identifying any areas of weakness that require improvement and the work carried out by the Statutory Scrutiny Officer to rectify them. | Accept the recommendation. The Scrutiny Committees will be asked to consider this and this will be included in the Annual Scrutiny report. |
| Recommendation 4 – That a regular Scrutiny report replaces the verbal update on the full Council agenda, confirming the work of Scrutiny over the period, including any formal | Accept the recommendation |

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| recommendations made by Scrutiny to the Executive (where applicable) and the Executive's formal response(s) to these recommendations. | |
| Recommendation 5 – That the Scrutiny Chairs and Vice Chairs work with Democratic Services to create a more clearly defined programme for Scrutiny's expected activities over a municipal year. | Accept the recommendation. |
| Recommendation 6 – That the Executive acknowledges that Scrutiny has an automatic 'need to know' status, and supports its request that it be provided with the appropriate information in a timely fashion when this is requested. | Accept the recommendation |
| Recommendation 7 – That the Council support Scrutiny's request that all items considered at Scrutiny Committee meetings be presented in the form of a written report and that the report contains performance data to show current performance and trends, unless stated otherwise. | Accept the recommendation. This will require a change in approach in some cases as presentations are used. Performance information will also need to be provided which is a significant change for some Officers. |
| Recommendation 8 – That Trafford's representatives on the GMCA Scrutiny Committees provide periodic updates to Trafford's Scrutiny Committee on any relevant information. | Accept the recommendation |

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| Recommendation 9 – That the Scrutiny Chairs meet with the Leader at the beginning of the municipal year to discuss any emerging issues / topics that the Committees may want to consider. | Accept the recommendation |
| Recommendation 10 – That an annual review of the resources required to support Scrutiny be conducted by the Statutory Scrutiny Officer, and included as part of the annual report to Council. | Accept the recommendation |
| Recommendation 11 – That a budget be made available to Scrutiny for the hiring of external experts when necessary. | This will need to be considered as part of the annual budget making process. |
| Recommendation 12 – That Trafford commits to webcasting its Scrutiny meetings to increase Scrutiny’s visibility to Trafford residents and boost public engagement. | Accept the recommendation |
| Recommendation 13 – That Trafford’s dedicated Scrutiny Twitter profile be better utilised, providing followers of the account with information regarding Scrutiny Committee meetings and reviews. | Accept the recommendation |

4. Executive Decisions

SUMMARY OF DECISIONS
28 MAY – 18 SEPTEMBER 2018

| <u>Decision Reference</u> | <u>Subject Area for Decision</u> | <u>Date of decision</u> | <u>Decision Taker</u> |
|----------------------------------|---|--------------------------------|--|
| <u>IO331304</u> | Stretford Cycleway - Proposed Cycle Improvements, Restrictions and Mandatory Cycle Lanes: Consideration of Objections | 18 Sept 2018 | Executive Member for Environment, Air Quality and Climate Change |
| <u>IO331303</u> | Proposal to Consult on Adult Social Care Policy Changes | 17 Sept 2018 | Executive |
| <u>IO33132</u> | Sale Town Centre - Public Realm and Movement Strategy | 17 Sept 2018 | Executive |
| <u>IO33131</u> | Trafford Affordable Housing Fund | 17 Sept 2018 | Executive |
| <u>IO33130</u> | Student Accommodation | 17 Sept 2018 | Executive |
| <u>IO33129</u> | Cornhill Avenue, Urmston - Proposed One Way Traffic Regulation Order and Gap Close on Moorside Road - Consideration Of Objections | 22 Aug 2018 | Executive Member for Environment, Air Quality and Climate Change |

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| I033125 | Approval to Consult on Changes to the Templemoor and Worthington Catchment Areas | 14 Aug 2018 | Executive Member for Children's Services |
| I033124 | Rye Bank Road, Firwood - Additional Event Day Restrictions -Consideration of Objections | 9 Aug 2018 | Executive Member for Environment, Air Quality and Climate Change |
| I033120 | Ridgeway Road, Timperley | 8 Aug 2018 | Director of One Trafford Partnership |
| I033119 | Colley Street, Gorse Hill, Stretford - Proposal to introduce 3 Disabled Residents' Permit Parking Spaces | 8 Aug 2018 | Director of One Trafford Partnership |
| I032988 | Draft Housing Allocations Policy 2018 | 2 Aug 2018 | Executive Member for Communities and Housing |
| I033118 | Ashley Road and Marlborough Road, Altrincham | 23 Jul 2018 | Director of One Trafford Partnership |
| I032761 | Scrutiny Review of Young People's Wellbeing | 23 Jul 2018 | Executive |
| I032786 | Council Tax Support Scheme For 2018/19 - Proposed Changes To Increase Support To Low Income Households | 23 Jul 2018 | Executive |
| I032785 | High Needs Budget 2018/19 To 2020/21 | 23 Jul 2018 | Executive |

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| I032783 | Star Procurement Collaboration And Executive Joint Committee | 23 Jul 2018 | Executive |
| I032776 | Residents' Parking Schemes Programme 2018/19 And 2019/20 | 23 Jul 2018 | Executive |
| I032775 | Corporate Landlord Capital Programme 2018/19 | 23 Jul 2018 | Executive |
| I033117 | Mersey Road Area, Sale - Proposed Residents' Permit Parking Scheme and Associated New and Amended Waiting and Loading/Unloading Restrictions | 19 Jul 2018 | Director of One Trafford Partnership |
| I033116 | Wingfield Street, Gorse Hill, Stretford - Proposed Disabled Residents' Permit Parking Space | 16 Jul 2018 | Director of One Trafford Partnership |
| I032605 | Brown Street, Hale | 5 Jul 2018 | Executive Member for Investment, Regeneration and Strategic Planning |
| I032788 | Manchester Airport - Strategic Investment - Shareholder Loans | 4 Jul 2018 | Acting Chief Executive |
| I031871 | Appointments Made By The Executive To Outside, Independent And Executive Bodies | 25 Jun 2018 | Executive |

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|-------------------------|---|-------------|-----------------------|
| I031854 | Budget Monitoring 2017/18 - Period 12 Outturn (April 2017 To March 2018) | 25 Jun 2018 | Executive |
| I031869 | Trafford Local Plan: Commencement And Regulation 18 - Issues Paper Consultation | 25 Jun 2018 | Executive |
| I031866 | Clarendon House, 24 Stamford New Road, Altrincham | 25 Jun 2018 | Executive |
| I031865 | Trafford Housing Strategy And Draft Action Plan 2018-2023 | 25 Jun 2018 | Executive |
| I031828 | Children, Families and Wellbeing All Age Travel Assistance Policy 2018/19 | 30 May 2018 | Leader of the Council |

Information on past Executive decisions can be found at <http://www.trafford.gov.uk/about-your-council/councillors-and-committees/councillors-and-committees.aspx>

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