

## TRAFFORD COUNCIL

**Report to:** Scrutiny Committee  
**Date:** 7 November 2018  
**Report for:** Information  
**Report of:** Chair of the 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

<b>Wednesday 4 July 2018 – 6:30pm, Committee Rooms 2 &amp; 3 Trafford Town Hall</b>				
<i>Report submission deadline – midday Tuesday 26 June 2018</i>				
<b>Item</b>	<b>Information</b>	<b>Executive Member(s)</b>	<b>Lead Officer(s)</b>	<b>Comments</b>
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

	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*

<b>Item</b>	<b>Information</b>	<b>Executive Member(s)</b>	<b>Lead Officer(s)</b>	<b>Comments</b>
2019/20 Budget Gap and Assumptions / Progress against the financial risks Identified as part of the 2018/19 Budget Scrutiny process	An update on the 2019/20 Budget Gap and the assumptions behind this to be provided to the Committee.  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	The Budget Gap and Assumptions were discussed, and the Chair met with the relevant officers following the meeting to discuss budget reserves in more detail. The Leader would present the draft budget proposals at the next meeting in November.
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	Cllr Freeman - Constitutional Reform and Resident Engagement	Jane Le Fevre	Scrutiny's recommendations were accepted and the report provided an update on the progress made in implementing the CRM service programme. A

	at their meeting on 29 January 2018.			further report would be brought to a future meeting of the Committee.
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	The report was noted.
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	The report provided an update on high rise cladding in the borough. Remedial work was due to start soon, and a further update would be brought to the Committee in due course.
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	The Committee welcomed the progress made so far. The report was noted.
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	The Chair confirmed that a new Task & Finish Group would be formed to conduct a review of aspects of the Council's Housing Strategy.

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

<b>Item</b>	<b>Information</b>	<b>Executive Member(s)</b>	<b>Lead Officer(s)</b>	<b>Comments</b>
2019/20 Budget Presentation by the Leader of the Council	The Committee will receive the 2019/20 draft budget proposals, accompanied by a presentation to be delivered by the Leader of the Council.	Cllr A Western – Leader of the Council Cllr M Cordingley - Finance	Nikki Bishop	
<del>Clean Air Plan (GM)</del>	<del>The plan is to be approved by all Greater Manchester Authorities by end of 2018.</del>  <del>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.</del>	<del>Councillor Stephen Adshead – Environment, Air Quality and Climate Change</del>	<del>Richard Roe</del>	The Clean Air Plan was presented to Councillors at an all-Member briefing in October. No further input from Scrutiny is required; therefore the item has been removed from the agenda.
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 3 October meeting.
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	Cllr Freeman - Constitutional Reform and Resident Engagement	Jane Le Fevre Peter Forrester	

	Executive, before being considered by full Council on 28 November 2018.			
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***Report submission deadline – midday on Thursday 20 December 2018*

<b>Item</b>	<b>Information</b>	<b>Executive Member(s)</b>	<b>Lead Officer(s)</b>	<b>Comments</b>
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	
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	
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	

<b>Wednesday 13 March 2019 – 6:30pm, Committee Rooms 2 &amp; 3 Trafford Town Hall</b>				
<i>Report submission deadline – midday on Tuesday 5 March 2019</i>				
<b>Item</b>	<b>Information</b>	<b>Executive Member(s)</b>	<b>Lead Officer(s)</b>	<b>Comments</b>
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	
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	

<b>Items to be scheduled</b>				
<b>Item</b>	<b>Information</b>	<b>Executive Member(s)</b>	<b>Lead Officer(s)</b>	<b>Comments</b>
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.



Further update on the Implementation of the CRM Services Programme	To receive a report providing an update on the implementation of the CRM Service Programme.	Cllr Freeman - Constitutional Reform and Resident Engagement	Jane Le Fevre	At the meeting in October 2018, the Committee received the Executive's response to the Task & Finish Group review conducted by the Committee. It was agreed that a further update on implementation be brought to a future meeting of the Committee.
Fire Safety in High Rise Tower Blocks	To receive a further update on safety in high rise tower blocks in Trafford.	Councillor Kevin Procter – Communities and Housing	Richard Roe	The Committee received an update on this topic at their meeting in October 2018. It was agreed that a further report be brought to a future meeting to provide an update on progress.

## 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 (Chair), Bowker, Boyes, Coupe, Longden, Shaw, Thomas and Williams.	The Group have held several meetings to gather information. Work is ongoing on producing a report of the Group's findings. A further meeting will be scheduled to discuss the Group's report and recommendations to the Executive.
Affordable Housing in Trafford	This has been identified as a possible area of focus for a Task & Finish Group review.	Cllrs A. Williams (Chair), D. Acton, R. Bowker, J. Coupe and J. Holden.	Members of the Committee have registered their interest in being part of the review. Democratic Services are currently canvassing for dates for the Group's initial 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)

<b>Scrutiny Recommendation</b>	<b>Executive Response</b>
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.	Completed
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.	It is agreed that the Council will review the procurement process for any subsequent large IT project in the light of the lessons learned from the CRM project
Recommendation 3 – That a further update on the CRM's implementation be provided to Scrutiny in due course, reporting on progress against the timeline.	Completed – update received at the Scrutiny meeting on 3 October 2018.

#### 4. Executive Decisions

**SUMMARY OF EXECUTIVE DECISIONS**  
**14 SEPTEMBER – 29 OCTOBER 2018**

<b><u>Decision Reference</u></b>	<b><u>Subject Area for Decision</u></b>	<b><u>Date of decision</u></b>	<b><u>Decision Taker</u></b>
<a href="#">I033962</a>	Metrolink Airport Line, Sale Moor - Supplemental Undertaking from TfGM to Trafford Council	16 Oct 2018	Executive Member for Environment, Air Quality and Climate Change
<a href="#">I033800</a>	Executive's Draft Revenue Budget Proposals 2019/20 & MTFS 2020-22	15 Oct 2018	Executive
<a href="#">I033874</a>	North Lonsdale Street, Gorse Hill - Proposal to Remove a Disabled Parking Space	3 Oct 2018	Corporate Director Place
<a href="#">I033866</a>	Elton Street, Stretford - Proposal to introduce a new Disabled Residents' Permit Parking Space: Consideration of objections and proposal to introduce a 2nd Disabled Residents' Permit Bay	3 Oct 2018	Executive Member for Environment, Air Quality and Climate Change
<a href="#">I033643</a>	Stretford Cycleway - Proposed Cycle Improvements, Restrictions and Mandatory Cycle Lanes:	18 Sep 2018	Executive Member for Environment, Air Quality and Climate Change

	Consideration of Objections		
<a href="#">I033213</a>	Proposal to Consult on Adult Social Care Policy Changes	17 Sept 2018	Executive
<a href="#">I033184</a>	Sale Town Centre - Public Realm and Movement Strategy	17 Sept 2018	Executive
<a href="#">I033182</a>	Student Accommodation	17 Sept 2018	Executive
<a href="#">I033183</a>	Trafford Affordable Housing Fund	17 Sept 2018	Executive
<a href="#">I033595</a>	Stretford Cycleway Extension: Stretford Road, Old Trafford – Proposed Cycle Improvements, Restrictions and Mandatory Cycle Lanes	14 Sep 2018	Corporate Director Place
<a href="#">I033616</a>	Amendments to Application Pack for Definitive Map Modification Orders	13 Sep 2018	Corporate Director Place
<a href="#">I033786</a>	Knowsley Avenue, Davyhulme - Proposed Advisory Disabled Bay: Consideration of Objections	11 Sep 2018	Executive Member for Environment, Air Quality and Climate Change

<a href="#">I033546</a>	Section 278 Works Fifth Avenue, Trafford Park	11 Sep 2018	Corporate Director Place

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