

Part A

Report to: Overview and Scrutiny Committee

Date of meeting: 27 September 2018

Report author: Committee and Scrutiny Officer

Title: Commissioning Framework Task Group – Final report

1.0 Summary

- 1.1 This report provides Overview and Scrutiny Committee with the Commissioning Framework Task Group's conclusions and recommendations. The conclusions are attached at Appendix 1.
- 1.2 The scrutiny committee is asked to review the conclusions and recommendations prior to their presentation to Cabinet as part of the Leisure and Environmental Services Section Head's report on the Commissioning Framework from April 2019.

2.0 Risks

- 2.1 No risks have been identified as a result of the task group's recommendations.

3.0 Recommendations

- 3.1 That Overview and Scrutiny Committee agrees and forwards to Cabinet, as part of the Leisure and Environmental Services Section Head's report, a recommendation to:
- i. roll over the current framework for a further year (to 2020) to allow clarity to emerge on the focus and direction of council policy and finances
 - ii. take into account the general principles set out in Appendix 1 and agreed by the task group in determining the next framework from April 2020.

Further information:

Sandra Hancock, Committee and Scrutiny Officer
Email: legalanddemocratic@watford.gov.uk
Phone: 01923 278377

Report approved by: Carol Chen, Head of Democracy and Governance

4.0 **Detailed proposal**

- 4.1 The Commissioning Framework Task Group was formally agreed by Overview and Scrutiny Committee at its meeting on 28 June 2018. This followed draft terms of reference being included in a report on the performance of the Commissioning Framework during 2016/17 to the scrutiny committee on 23 November 2017. The draft terms of reference were agreed and it was later suggested that the task group should commence in the new municipal year.
- 4.2 At the meeting the scrutiny committee agreed to delegate the task group's final membership to the Head of Democracy and Governance in consultation with the chair. This was to enable additional councillors to put their names forward. The final membership was Councillors Keith Crout, Mark Hofman, Rabi Martins and Maggie Parker. At the task group's first meeting Councillor Martins was appointed chair.
- 4.3 The task group held two meetings on 7 and 30 August 2018. The task group needed to meet in a relatively short space of time in order for the final report to be presented to Overview and Scrutiny Committee in September. The Leisure and Environmental Services Section Head was due to present his report about the new Commissioning Framework to Cabinet in November. This would ensure it met the council's budget setting timetable.
- 4.4 At the first meeting the councillors discussed the six questions which had been included in the scope. They requested further information which was circulated to the task group and formed part of the discussions at the second meeting. At the second meeting, task group members concluded that current uncertainty about both the focus and direction of council policy and finances did not allow for informed decision-making on the new commissioning framework (from 2019).
- 4.5 It was agreed to recommend to Overview and Scrutiny and then to Cabinet that the current framework be rolled over for a further year (to 2020) to allow clarity on these issues to emerge. In the interim, officers should work separately, and with members, to establish broad principles on a new four-year framework, including revised service level agreements (SLAs) and key performance indicators (KPIs), and provide more meaningful data in the future. This work would be informed by data from the current SLAs, KPIs and end of year reports on each of the organisations.
- 4.6 Deferment of the decision would also enable a detailed analysis of local need against current inclusion in the framework to establish if there were any gaps. If necessary, the task group recommended that a transparent bidding process using clear criteria and process should be established for the next framework. It was desirable that the work of assessing organisations should include representation from all political parties.

4.7 Overview and Scrutiny Committee is asked to review the task group's recommendations prior to their presentation to Cabinet in November as part of the Commissioning Framework 2019 report.

5.0 **Implications**

5.1 **Financial**

5.1.1 The Shared Director of Finance comments that there are no financial implications in this report

5.2 **Legal Issues (Monitoring Officer)**

5.2.1 The Head of Democracy and Governance comments that there are no legal implications in this report

5.3 **Equalities, Human Rights and Data Protection**

5.3.1 The task group has not considered the impacts of its recommendations on those with protected characteristics. Any impacts will need to be considered by the Leisure and Environmental Services Section Head and included in an Equality Impact Assessment when the report is presented to Cabinet.

Data Protection Impact Assessment

Having had regard to the council's obligations under the General Data Protection Regulation (GDPR) 2018, it is considered that a Data Processing Impact Assessment (DPIA) does not need to be undertaken for this report.

Appendices

Appendix 1 – Commissioning Framework Task Group general principles

Background papers

No papers were used in the preparation of this report other than the Overview and Scrutiny Committee reports previously published on the council's website.