

Task Group Terms of Reference

A Member/Officer suggesting a topic for scrutiny must complete this table as fully as possible. Completed tables will be presented to Overview & Scrutiny for consideration.

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| Proposer: Councillor/Officer Head Of Community Services/Section Head | |
| <p>Topic recommended for scrutiny:</p> <p><i>Please include as much detail as is available about the specific issues and areas which should be included/excluded from the review. Should the focus be on past performance, future policy or both?</i></p> | <p>To review the proposals for developing the Councils New Voluntary and Community Sector [VCS] Commissioning Framework.</p> <p>The current Commissioning Framework and 3 Year grant funding programme are drawing to a close on the 31st March 2013.</p> <p>In the context of the impact of the economic climate, recession and the significant impact of public sector funding cuts it is appropriate for the council to revisit its support for the VCS and ensure it has in place a clear understanding of its priorities and commissioning objectives.</p> <p>The Scrutiny Committee will receive a discussion paper, and evidence that summarises the needs across Watford and will be asked to consider the following questions</p> <ul style="list-style-type: none"> ▪ What do we mean by commissioning? ▪ What resources are currently deployed to fund VCS services? ▪ What services are commissioned by other bodies? ▪ What services should Watford Borough Council be funding the VCS to provide as a priority from 1st April 2013 and beyond? ▪ What evidence is there that demonstrates the need for services to be commissioned? ▪ What can the council afford to fund? |

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| <p>Why have you recommended this topic for scrutiny?</p> | <p>This recommendation flowed from the Cabinet report of the 5th December 2011 and Scrutiny meeting of the 22nd December 2011 which recommended that the Scrutiny committee would be involved in the development of the new Commissioning Framework</p> |
| <p>What are the specific outcomes you wish to see from the review?</p> | <p>.Members of the Scrutiny Committee to have</p> <ul style="list-style-type: none"> - examined the evidence - engaged key stakeholders in testing the information provided - formed a view on the priorities <p>all of this will be incorporated into the process of developing the new commissioning framework</p> |
| <p>Does the proposed item meet the following criteria?</p> | |
| <p>It must affect a group or community of people</p> | <p>Yes a wide section of the Voluntary sector in Watford and their service users</p> |
| <p>It must relate to a service, event or issue in which the council has a significant stake</p> | <p>A significant amount of the Councils budget is deployed to enable the voluntary sector to provide services to the community.</p> |

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| <p>It must not have been a topic of scrutiny within the last 12 months</p> <p><i>There will be exceptions to this arising from notified changing circumstances. Scrutiny will also maintain an interest in the progress of recommendations and issues arising from past reports.</i></p> | <p>This has not been scrutinised in the last 12 months.</p> |
| <p>It must not be an issue, such as planning or licensing, which is dealt with by another council committee</p> | <p>It is not a planning or licensing matter.</p> |
| <p>Does the topic meet the council's priorities?</p> | <ol style="list-style-type: none"> 1. Improve the health of the town and enhance its heritage 2. Enhance the town's 'clean & green' environment 3. Enhance the town's sustainability 4. Enhance the town's economic prosperity and potential 5. Supporting individuals and the community 6. Securing an efficient, effective, value for money council 7. Influence and partnership delivery <p>Priority 5 & 6 are the most relevant at this stage.</p> |

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| <p>Are you aware of any limitations of time or other constraints which need to be taken into account?</p> <p><i>Factors to consider are forthcoming milestones, demands on the relevant service area and member availability</i></p> | <p>This review needs to be carried out prior to the draft Voluntary Sector Commissioning Framework being circulated to the Voluntary Sector for consultation in July 2012.</p> |
| <p>Does the topic involve a Council partner or other outside body?</p> | <p>The topic is of relevance to organisations currently in receipt of grant and of interest to the wider VCS partners.</p> |
| <p>Please complete the 'sign off' section at the end of this document</p> | |

The following section to be completed by Democratic Services

Consultation with relevant Heads of Service

(this section to be completed by Democratic Services)

It is important to ensure that the relevant service can support a review by providing the necessary documents and attending meetings as necessary. The Head of Service's comments should be obtained before the request to hold a review is put to the Overview & Scrutiny Committee.

Has the relevant Head of Service been consulted?

Yes

Is this a topic which the service departments are able to support.

Yes this is part of the Community Service Plan priorities for this year

When was the last time this service was the subject of a scrutiny review?

Last year Community Services as a whole were involved in 4 Scrutiny Reviews

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| Councillor/Officer | date | Head of Service | date |
| Gary Oliver | 8 May 2012 | Lesley Palumbo | 8 May 2012 |