

Selection of topics and issues for scrutiny by councillors, officers or members of the public

Anyone wishing to suggest a topic for scrutiny must complete Section 1 of this form.

1. Sources

The following are sources of ideas for the work programme:

- Performance indicators, both national and internal.
- Views of Cabinet and Leadership Team especially in relation to policy subjects.
- The Council's surveys, such as the annual residents' survey.
- The Complaints Report which is compiled annually by the Customer Service Centre.
- Service complaints more widely; although individual cases will not be taken up if a large volume of complaints is received about a single issue then it may be appropriate to pursue the topic.
- Reports of external inspections of services.
- The views of the Council's partners.
- Issues picked up by ward councillors in their locality.
- The Council's Forward Plan

2. Outcomes

Success indicators could include:

- Having identified local needs;
- Having evaluated alternative ways of working/how a service could improve and making recommendations to the Executive or the Council's partners;
- Having developed an awareness of any contractual, economic, legal or structural constraints on Council's or its partners approach.

3. Criteria

To qualify for consideration the topic must meet the following criteria:

- Affect a group or community of people. Scrutiny will not normally look at individual service complaints.
- Relate to a service, event or issue in which Watford Borough Council has a significant stake.
- Not be an issue that Scrutiny has covered during the last year.
- Not be a planning or licensing issue, or any other matter dealt with by another council committee.
- To match one or more of the Council's current priorities.
- To be feasible and able to be completed within the timescale projected for the work.
- There must be availability within the relevant department/service to support the review.
- Be a topic that members wish to scrutinise.

On completion please return to Sandra Hancock, Committee and Scrutiny Officer

By email – sandra.hancock@watford.gov.uk

By post – Democracy and Governance, Watford Borough Council, Town Hall, Watford, WD17 3EX

Suggestions for topics to be scrutinised – evaluation table

A Member, Officer or member of the public suggesting a topic for scrutiny must complete Section 1 as fully as possible. Completed tables will be presented to Overview & Scrutiny for consideration.

Section 1 – Scrutiny Suggestion	
Proposer: Prema Mani – Corporate, Leisure & Community Section Head	
<p>Topic recommended for scrutiny:</p> <p><i>Please include as much detail as is available about the specific such as;</i></p> <ul style="list-style-type: none"> • <i>areas which should be <u>included</u> in the review.</i> • <i>areas which should be <u>excluded</u> from the review.</i> • <i>Whether the focus should be on past performance, future policy or both.</i> 	<p>To review community centres as part of the overall review of the Voluntary Sector Commissioning Framework and in preparation for the next framework from April 2016 – March 2019.</p> <p>A briefing will be presented to the task group providing information relating to:</p> <ul style="list-style-type: none"> - the outsourcing arrangements for the five community centres previously managed by the council - details of the funding arrangements with the five community centres and the inclusion of a sixth centre - a performance assessment of the current funded community centres - details of other community centres in Watford - an options analysis <p><u>Areas excluded from the review</u></p> <p>The areas which will be excluded from the review are the other current priorities delivered under the Commissioning Framework 2013-16. These are:</p> <ul style="list-style-type: none"> - infrastructure support to the voluntary sector - arts and culture - advice services - service to enable people with a physical mobility problem to access the town centre

	<ul style="list-style-type: none"> - sport - Small Grants Fund <p>The Task Group are asked to consider particular issues relating to community centres including:</p> <p>Property issues – All six funded community centres are council owned and this generates significant costs to the council for the upkeep of current structural maintenance and future asset management.</p> <p>Additionally there are a number of community centres that are council owned and leased out to voluntary sector organisations which do not receive council grant funding.</p> <p>Income generation and future sustainability – It has been evident that some of the community centres have faced challenges in generating income to become more financially sustainable due to a number of limiting factors including size of the centre, location and level of community engagement.</p> <p>The outcome of the Property Review and identification of development issues.</p>
<p>Why have you recommended this topic for scrutiny?</p>	<p>The current Commissioning Framework comes to an end in March 2016. All the priorities are being reviewed, however it was considered that the priority for community centres funding is a particularly complex area and therefore would benefit from being treated as a separate workstream.</p> <p>The Portfolio Holders and Heads of Service meeting on 2nd February 2015 has approved the submission of a cross party task group to look at this area of the Commissioning Framework review.</p>
<p>What are the specific outcomes you wish to see from the review?</p>	<p>The task group are asked to consider the evidence presented to form a view on this priority to inform the overall review of the Commissioning Framework.</p>

Does the proposed item meet the following criteria?	
It must affect a group or community of people	Yes a number of voluntary sector organisations and their service users
It must relate to a service, event or issue in which the council has a significant stake	A significant amount of the Council's budget is deployed to enable the voluntary sector to provide services to the community including community centres.
It must not have been a topic of scrutiny within the last 12 months <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>	This has not been a topic of scrutiny within the last 12 months
It must not be an issue, such as planning or licensing, which is dealt with by another council committee	This is not an issue being dealt with by another council committee.

<p>Does the topic meet the council's priorities?</p>	<ol style="list-style-type: none"> 1. Making Watford a better place to live in 2. To provide the lead for Watford's sustainable economic growth 3. Promoting an active, cohesive and well informed Town 4. To operate the Council efficiently and effectively <p style="text-align: center;"><i>1, 3 and 4</i></p>
<p>Are you aware of any limitations of time, other constraints or risks which need to be taken into account?</p>	<p>The review needs to be carried out prior to the draft Voluntary Sector Commissioning Framework being prepared for consultation in July/August 2015.</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 a management fee or grant payment and of interest to the wider voluntary sector community.</p>

<p>Are there likely to be any Equality implications which will need to be considered?</p> <p><i>Protected characteristics under the Equality Act 2010 are:</i></p> <ul style="list-style-type: none"> • Age • Disability • Gender reassignment • Pregnancy or maternity • Race • Religion or belief • Sex • Sexual orientation • Marriage or civil partnership <i>(only in respect of the requirement to have due regard to the need to eliminate discrimination)</i> 	<p>There are likely to be Equality implications and an Equality Impact Analysis will be undertaken as part of the overall review of the current commissioning priorities including community centres.</p>
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<p>Sign off <i>(It is expected that any Councillor proposing a topic agreed by Overview and Scrutiny Committee will participate in the Task Group)</i></p>	
<p>Officer: Prema Mani</p>	<p>Date 16 February 2015</p>