



**EAST STAFFORDSHIRE BOROUGH COUNCIL**

**REPORT COVER SHEET**

<b>Title of Report:</b>	Chairman of the Scrutiny (Value for Money Council) Committee: Annual Report 2022/23	To be marked with an 'X' by Democratic Services after report has been presented
<b>Meeting of:</b>	Corporate Management Team: <b>N/A</b>	
	Leader and Deputy Leaders: <b>N/A</b>	
	Leader's / Leader of the Opposition's Advisory Group / Independent Alliance Advisory Group: <b>N/A</b>	
	Council: <b>20th March 2023</b>	
	Audit Committee / Scrutiny (Community Regeneration) Committee / Scrutiny (Environment and Health and Well Being) Committee / Scrutiny (Value for Money Council) Committee: <b>N/A</b>	



Is this an Executive Decision:	NO	Is this a Key Decision:	NO
Is this in the Forward Plan:	NO	Is the Report Confidential:	NO
If so, please state relevant paragraph from Schedule 12A LGA 1972:	N/A		

**Essential Signatories:**

**ALL REPORTS MUST BE IN THE NAME OF A HEAD OF SERVICE**

Monitoring Officer: **John Teasdale**

Date ..... Signature .....

Chief Finance Officer: **Sal Khan**

Date ..... Signature .....

**EAST STAFFORDSHIRE BOROUGH COUNCIL**

**Report to Council**

**Date: 20<sup>th</sup> March 2023**

<b>REPORT TITLE:</b>	Chairman of the Scrutiny (Value for Money Council) Committee: Annual Report 2022/23
<b>PORTFOLIO:</b>	Leader of the Council
<b>HEAD OF SERVICE:</b>	Chief Executive
<b>CONTACT OFFICER:</b>	James Abbott (Corporate and Commercial Manager) Ext. No. 1244
<b>WARD(S) AFFECTED:</b>	Non-specific

**1. Purpose of the Report**

- 1.1. To provide a summary of the Scrutiny activities undertaken by the Scrutiny (Value for Money Council) Committee during 2022/23.

**2. Background**

- 2.1. The Council's Scrutiny Committees discharge the overview and scrutiny function under Section 21 of the Local Government Act 2000.
- 2.2. The Committees are tasked with:
- 2.2.1. Reviewing and/or scrutinising decisions made or actions taken in connection with the discharge of any of the Council's functions;
  - 2.2.2. Reviewing and scrutinising the performance of the Council;
  - 2.2.3. Serving as consultees in relation to executive decisions and key elements of service plans when required; and
  - 2.2.4. Producing progress reports and recommendations to the Executive arising from the outcome of the scrutiny process or refer to the Executive entire reports produced as a result of the scrutiny process. However it is

the decision of the Executive whether or not such a report is subsequently submitted to Full Council.

2.3. In December 2021 the Council, having carried out a review of the Council's arrangements, agreed a number of enhancements to committee structures and membership. In particular it was agreed to strengthen the Council's overview and scrutiny function by creating a standalone Audit Committee and increasing the number of scrutiny Committees to three, aligned with the Corporate Plan priorities. It was also agreed that the membership of the scrutiny committees be revised to 8 members. These changes were implemented with effect from May 2022.

### **3. Contribution to Corporate Priorities**

3.1. This report can contribute to all priorities to some degree (depending on the subject matter of the scrutiny review in question); however the remit of this particular Scrutiny Committee is to consider services within the corporate priority area of "Value for Money Council".

### **4. Committee Activities**

#### **4.1. Scrutiny Work**

4.1.1. Over the past year, the Committee has undertaken various scrutiny work, including keeping a watching brief on corporate items and working on a number of specific reviews covering a broad spectrum of subject matter:

4.1.1.1. **Completed Review of Mayoralty:** A sub-group of Members on behalf of the Committee continued a review of the Mayoralty previously agreed by the former Scrutiny (Audit and Value for Money Council) Committee. The review included analysis of budget, expenses, charitable funding generated, mayoral functions and any alternative models. The Committee's final report was presented to the Council's Cabinet in February 2023. The Cabinet resolved to approve the recommendations contained in the report. A summary of the scope of this review and the recommendations approved by Cabinet can be seen in **Appendix 1**.

4.1.1.2. **Completed Review of Disabled Facility Grants:** A sub-group of Members on behalf of the Committee continued a review of Disabled Facility Grants (DFGs) previously agreed by the former Scrutiny (Audit and Value for Money Council) Committee. The review looked into the performance of the DFG service, potential service improvements and key measures. The final report was approved by the Committee in February 2023, with the recommendations due to be presented to the Council's Cabinet in due course. A summary of the scope of this review and the recommendations agreed to be presented to Cabinet can be seen in **Appendix 1**.

4.1.1.3. **Completed Review of ICT Infrastructure and Systems:** A sub-group of Members on behalf of the Committee continued a review of ICT Infrastructure and Systems previously agreed by the former Scrutiny (Audit and Value for Money Council) Committee. The review looked into the current ICT Infrastructure, considered future plans or developments and looked at ICT in relation to the Covid-19 situation. The final report was approved by the Committee in February 2023, with the recommendations due to be presented to the Council's Cabinet in due course. A summary of the scope of this review and the recommendations agreed to be presented to Cabinet can be seen in **Appendix 1**.

4.1.1.4. **Currently Reviewing Civil Enforcement:** At the meeting of the Scrutiny (Value for Money Council) Committee held on 29th June 2022, Committee Members agreed to progress a review of Civil Enforcement. It was agreed that (rather than forming a sub-group of the Committee to lead the review) all Members of the Committee would participate in the review. The core themes of this review are to look into civil enforcement processes, value for money and service satisfaction across the areas of fly-tipping, dog-fouling, littering and off street car parking. This is a wide ranging and ongoing review, with the necessary data gathering underway. A summary of the scope of this review can be seen in **Appendix 1**.

4.1.1.5. **General Scrutiny Responsibilities:** There has been ongoing scrutiny from the Committee of the quarterly Corporate Plan Performance Reports as in previous years. The Committee also scrutinises the quarterly Leisure Services Contract Performance Report, looking specifically at the partnership arrangement with Everyone Active. The Committee has continued to scrutinise Executive Decision Records on an ongoing basis. At its meeting held on 24<sup>th</sup> November 2022, the Committee also considered an Executive Decision (EDR 469/22) called-in by Members as provided for in the Council's Constitution.

4.1.1.6. **Ongoing Programme of Reviews:** The Committee continues to maintain a programme of future reviews, with Members highlighting and prioritising potential topics on an ongoing basis. This approach ensures a full and productive programme of work for the Committee, with additional reviews commencing in the near future as existing work is completed.

## 5. **Financial Considerations**

*This section has been approved by the following member of the Financial Management Unit: Lisa Turner*

5.1. There are no financial issues arising from this Report.

## **6. Risk Assessment and Management**

6.1. The main risks to this Report and the Council achieving its objectives are as follows:

6.1.1. **Positive** (Opportunities/Benefits):

6.1.1.1. None identified

6.1.2. **Negative** (Threats):

6.1.2.1. None identified

6.2. The risks do not need to be entered in the Risk Register. Any financial implications to mitigate against these risks are considered above.

## **7. Legal Considerations**

*This section has been approved by the following member of the Legal Team:*  
**John Teasdale**

7.1. There are no significant legal issues arising from this Report.

## **8. Equalities and Health**

8.1. **Equality Impacts:** The subject of this Report is not a policy, strategy, function or service that is new or being revised. An equality and health impact assessment is not required.

8.2. **Health Impacts:** The outcome of the health screening question does not require a full Health Impact Assessment to be completed. An equality and health impact assessment is not required.

## **9. Data Protection Implications – Data Protection Impact Assessment (DPIA)**

10.1. A DPIA must be completed where there are plans to:

- use systematic and extensive profiling with significant effects;
- process special category or criminal offence data on a large scale; or
- systematically monitor publicly accessible places on a large scale
- use new technologies;
- use profiling or special category data to decide on access to services;
- profile individuals on a large scale;
- process biometric data;
- process genetic data;
- match data or combine datasets from different sources;
- collect personal data from a source other than the individual without providing them with a privacy notice ('invisible processing');
- track individuals' location or behaviour;

- profile children or target marketing or online services at them; or
- process data that might endanger the individual's physical health or safety in the event of a security breach

10.2 Following consideration of the above, there are no Data Protection implications arising from this report which would require a DPIA.

**10. Human Rights**

10.1. There are no Human Rights issues arising from this Report.

**11. Sustainability** (including climate change and change adaptation measures)

11.1. Does the proposal result in an overall positive effect in terms of sustainability (including climate change and change adaptation measures) **N/A**

**12. Recommendation(s)**

12.1. To note the report

**13. Background Papers**

13.1. None

**14. Appendices**

14.1. Appendix 1: Scrutiny (Value for Money Council) Committee Reviews 2022/23 (***below***).

## **Appendix 1: Scrutiny (Value for Money Council) Committee Reviews 2022/23**

### **Review of Mayoralty**

#### **Summary of Background and Scope**

##### Background

At the meeting of the former Scrutiny (Audit and Value for Money Council Services) Committee held on 11th February 2021, Committee Members agreed to undertake a review of the Mayoralty. A sub-group of Members led the review on behalf of the Committee.

The purpose of this Review was to review the relevance and value for money of the Council's Mayoral function and to investigate any other options open to the Council.

##### Scope

The core themes of this report were:

- To Review Budget, Expenses and Charitable Funding Generated.
- To Review Mayoral Functions and Events
- To Review Alternative Models

#### **Approved Recommendations**

At the meeting held in February 2023, the Cabinet resolved to approve the following recommendations proposed by the Committee:

- To improve the Council's web & social media presence for the Mayoralty.
- To encourage the Council to produce additional press releases relating to the events the Mayor attends.
- For the Council to encourage ward members to highlight the potential benefits of Mayoral visits in discussion with relevant community groups and businesses.
- To encourage more detailed documentation of the cost / benefit justification for event attendance in relation to events outside the Staffordshire County / South Derbyshire boundaries.



## Review of Disabled Facility Grants

### Summary of Background and Scope

#### Background

At the meeting of the former Scrutiny (Audit and Value for Money Council Services) Committee held on 24th March 2021, Committee Members agreed to progress a review of Disabled Facility Grants (DFGs). A sub-group of Members led the review on behalf of the Committee.

The purpose of this review was to identify areas of the DFG service that may need improving.

#### Scope

The core themes of this report were to review::

- Performance of the DFG Service
- Service Improvement
- Key Measures

### Draft Recommendations

In February 2023 the Committee agreed recommendations to be presented to Cabinet as follows:

- To continue the current annual approach to DFG reporting.
- To include Scrutiny VFM in the annual reporting process.
- For a suitable target reduction for stage 1-4 completion timescales to be set for the coming year.
- For satisfaction surveys to be applied following stage 4 completion going forwards.
- For Trent and Dove to be encouraged appropriately to complete their adapted housing register as soon as possible
- For Cabinet to review the proposed plan reported in the annual DFG review for 2022, to consider whether making both positions permanent would be beneficial.

These will be considered by the Cabinet in due course.

## Review of ICT Infrastructure and Systems

### Summary of Background and Scope

#### Background

At the meeting of the former Scrutiny (Audit and Value for Money Council Services) Committee held on 21<sup>st</sup> September 2020, Committee Members agreed to progress a review of Review of ICT Infrastructure and Systems. A sub-group of Members led the review on behalf of the Committee.

#### Scope

The core themes of this report were to:

- Establish the Current ICT Infrastructure
- Consider Future Plans and Potential Developments
- Consider the ICT Infrastructure in Relation to the COVID-19 Situation

### Draft Recommendations

In February 2023 the Committee agreed recommendations to be presented to Cabinet as follows:

- Explore with Microsoft the potential for an Enterprise Agreement. Production of costings for Cabinet including:
  - o Identification of products within the Microsoft Enterprise Agreement which could substitute for existing product licenses, for example moving from Zoom licensing for teleconferencing to Teams teleconferencing.
  - o Identification of potential enhancements to existing workflow & communications using software available via a Microsoft Enterprise Agreement.
  - o Cost comparison over the full projected hardware lifecycle for both servers and laptops/desktops of both the current approach and Microsoft Enterprise Agreement approaches.
  - o Consideration of a potential phased move to a Microsoft Enterprise Agreement in order to leverage fully our existing software investments.
- Exploration of cost savings associated with shared ICT provision with another Borough Council, with production of a report to outline costs, benefits etc.

- Creation of a forward plan for phased transfer of services from dedicated servers within the ESBC, to cloud infrastructure. Noting that this may include both 3rd party cloud providers and internal cloud provision.
- Encourage the IT team to engage closely on ICT training for new Councillors:
  - o To ensure training is appropriate in a local security ecosystem context.
  - o To combine this with periodic simulated phishing/spear phishing attacks throughout the elected period.
  - o Support access to training materials via the forthcoming member intranet.
- To consider the potential for Whaling tests in addition to simulated phishing/spear phishing attacks for senior staff.

These will be considered by the Cabinet in due course.

## Review of Civil Enforcement

### Summary of Background and Scope

#### Background

At the meeting of the Scrutiny (Value for Money Council Services) Committee held on 29th June 2022, Committee Members agreed to progress a review of Civil Enforcement. It was agreed that (rather than forming a sub-group of the Committee to lead the review) all Members of the Committee would participate in the review.

The purpose of the Review is to ensure key areas of Civil Enforcement are sufficiently resourced, and employ appropriate policy to ensure a quality of service to the public.

#### Scope

The core themes of this review are as follows (for each of the four identified core areas for this review (i.e. fly-tipping, dog-fouling, littering and off street car parking)):

- Civil Enforcement Processes
- Value for Money of the Services
- Satisfaction in the Services

### Draft Recommendations

- The review is ongoing with the outcomes from this review still to be confirmed