

INTRODUCTION TO WAVERLEY BOROUGH COUNCIL

OVERVIEW AND SCRUTINY WORK PROGRAMME

The programme is designed to assist the Council in achieving its corporate priorities by ensuring topics add value to the Council's objectives, are strategic in outlook, are timed to optimise scrutiny input and reflect the concerns of Waverley residents and council members. The programme is indicative and is open to being amended with the agreement of the Chair with whom the item is concerned. The work programme consists of three sections:-

- Section A – Lists the Scrutiny tracker of recommendations for the municipal year.
- Section B – Lists items for Overview and Scrutiny consideration. It is not expected that the committee cover all items listed on the work programme and some items will be carried over into the following municipal year. In-depth scrutiny review topics for consideration by the respective Committee will also be listed in this section.
- Section C – Lists live in-depth scrutiny task and finish groups, including objectives, key issues and progress.

Community Wellbeing Overview and Scrutiny Committee

Section A
Scrutiny Tracker 2020/21

Meeting date	Item	Outcomes / Recommendations	Update / Response	Timescale
May 2021	Committee work programme	Report back on the Aging Well Strategy Plan at a future meeting	On the agenda for the September meeting	September 2021
May 2021	Review of KPIs	Waverley Training Services to be requested to do a presentation to all Councillors. Endorse the proposed changes to the KPIs Raise the target for C7 to 95%	The target for C7 has been raised.	September 2021
May 2021	Service Level Agreement Working Group Provisional Report	The Committee's recommendations will be commended to the Executive Working Group	Recommendations accepted by the Executive	Summer 2021
May 2021	Covid and Community Activity	A report to be brought to the next meeting on the Joint Enforcement Teams.	On the agenda for the September meeting	September 2021
May 2021	Cranleigh Leisure Centre	An update on the work of the consultants to be brought back to a future meeting	On the agenda for the September meeting	September 2021

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Meeting date	Item	Outcomes / Recommendations	Update / Response	Timescale
March 2021	Corporate Performance Report Q.3	A request was made that the new neighbourhoods team engage with Town and Parish Councils	The neighbourhoods team have entered into a programme of engagement with the Towns and Parishes.	
March 2021	Farnham Museum	The committee recommended that the Executive engages external professional advisers to support the Property Investment Advisory Board (PIAB) with a comprehensive appraisal of available options for the museum collection and service.	A refreshed building condition survey is being commissioned and advertisements placed for a consultant to produce an options appraisal for the collection.	
March 2021	Service Level Agreement Task & Finish group update	The committee agreed to update working group's scope to initially focus on congruence with the corporate priorities and advise the Executive Working Group on the preferred approach.	Interim report reflecting revised scope brought back to May meeting.	May
March 2021	Mental Health in Waverley	That the executive adopts the Draft Suicide Prevention Plan Agreed to work together with the Housing Overview and Scrutiny committee to share good practice for staff and residents.	Recommendations accepted by the Executive	June 22 nd Executive
January 2021	Mental Health in Waverley	Committee endorsed the approach of creating a district-level suicide prevention plan in conjunction with the County Council and NHS	A report including the Draft Prevention Plan was brought to the March committee meeting.	March 2021

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Meeting date	Item	Outcomes / Recommendations	Update / Response	Timescale
January 2021	Service Level Agreement Working Group Update	Review paused awaiting confirmation of budget for the next financial year	Proposed budget and MTFS does not change the budget for SLAs	March 2021
January 2021	Farnham Museum	Agreed PESTLE and SWOT analysis as a basis for future decision making. Amend minutes and forward plan to reflect that the Committee has yet to recommend a particular way forward for the museum. Montague Evans report on the building to be made available at the next meeting. Agreed that a dedicated meeting on the museum may be necessary.	Item returned to subsequent O&S meeting	March 2021
January 2021	Recovery, Change and Transformation Projects	Zac Ellwood was invited back to a future meeting to give a more in-depth update on economic development focusing on actions as well as plans. The Committee expressed the desire to see targets in future corporate performance reports		June/July 2021
November 2020	Revised Corporate Strategy	Strengthen comments on Page 6 regarding loneliness and mental health. More detail needed on 'protection and safety'. Put the subject of mental health on the Forward Programme as an issue to be monitored. Social housing was not mentioned as part of the MTFP. The financial management section needed to be strengthened.	Feedback sent to Executive and alterations made to Strategy. Council agreed new Revised Corporate Strategy 2020-25 on 15 December 2020.	

Community Wellbeing Overview and Scrutiny Committee

Meeting date	Item	Outcomes / Recommendations	Update / Response	Timescale
November 2020	Farnham Museum	<p>Agreed 'in principle' to look at separating the Museum of Farnham (service and collection) from Willmer House.</p> <p>Recommended officers to explore, consult and test the viability of different options for the museum service and collection.</p> <p>Give consideration to a timescale and the provision of a budget to carry out an options review that includes an understanding of the logistics associated with the museum collection.</p> <p>Requests the opportunity to be consulted on potential options for the museum service and collection and to make recommendations to the Council's Executive.</p>		
November 2020	Safer Waverley Partnership	<p>Communication with Towns and Parishes needed to be improved.</p> <p>Concern was expressed about rural crime and in particular the understanding and categorisation of the crime.</p> <p>The Committee raised concern about financial fraud.</p> <p>The Committee would like an update on the JET initiative.</p>	<p>A communications protocol was being developed to address this issue.</p> <p>The issue is being reviewed.</p> <p>Trading standards are looking at these issues and it would be raised at the next SW Partnership meeting.</p> <p>A report would be requested for a future meeting of the Committee.</p>	

Community Wellbeing Overview and Scrutiny Committee

Meeting date	Item	Outcomes / Recommendations	Update / Response	Timescale
16 September 2020	Draft Corporate Strategy	The Committee suggested that the Strategy includes a commitment to adopt a Mental Health Strategy including suicide prevention. The Committee noted that SCC has already got a Strategy the Council could use.	This suggestion will be fed into the development of the Corporate Strategy.	December 2020
30 June 2020	Recovery, Change and Transformation Community Resilience Project	The Committee emphasised the importance of capturing and harnessing the excellent work of the voluntary organisations and their volunteers and suggested the Council arranges a 'thank you' event when suitable and appropriate.	Officers plan to hold a 'thank you' event for those who volunteered to help deliver the work of these partner organisations during the pandemic and to make sure the excellent work and contributions are recognised and not lost.	2021
19 November 2019	Safer Waverley Partnership Plan 2019-20	After considering the SWP Plan 2019-20 the Committee recommends that the SWP publicises its successes more.	At its February 2020 meeting the SWP agreed to create a Communications/Media Protocol. The pandemic has impacted upon the timescales for this but there will be an update on progress at the SWP in October 2020.	February 2020
		The Committee recommends that the SWP creates a short briefing note on the roles and partnerships of the SWP to be shared with partners and organisations such as the towns and parishes.	Whilst officers have not been able to prepare this briefing note due to workload and the pandemic, they will consider the best ways to communicate with the Town and Parish Councils once there is a 'new normal'.	2020
17 September 2019	Ageing Well Strategy and Action Plan	The Committee agrees that members of the Committee should be invited to a workshop at the end of November/beginning of December as part of the consultation process to renew the action plan. Cllrs Wilson, Else, Foryszewski and Henry to be	Rescheduled for spring 2020, the COVID19 pandemic prevented this workshop from taking place. Given the significant effect of the pandemic on the Strategy, it will be revised at a later date.	2021

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Meeting date	Item	Outcomes / Recommendations	Update / Response	Timescale
		invited.		

01/09/2021

Community Wellbeing Overview and Scrutiny Committee

Section B

Work programme 2020/21

Subject	Purpose for Scrutiny	Lead Member / Officer	Date for O&S consideration	Date for Executive decision (if applicable)
Update regarding Health & Wellbeing	To scrutinise the expansion of the strategic function of the Safer Waverley Partnership (SWP) and the development of a new shared Health and Wellbeing Board and associated Strategy.	Katie Webb / Tamsin McLeod	September 2021	2021
Biennial Scrutiny report	To consider a report on Overview and Scrutiny's activities in the 2019/20 and 2020/21	Mark Mills	September 2021	October 2021
Covid and Community Action	An update on the work of the Joint Enforcement Teams	Richard Homewood	September 2021	N/A
Cranleigh Leisure Centre new build update	To review draft terms of reference for this sub-committee	Tamsin McLeod / Mark Mills	September 2021	Winter 2021
Q.1 Corporate Performance Report	To scrutinise the performance of the areas within the Committee's remit.	Heads of Service / Nora Copping	September 2021	N/A
Service Level Agreement working group report	To receive the final report from the working group.	Cllr Jenny Else / Mark Mills	September 2021	September 2021
Health and Wellbeing Board	To receive updates on the Board's work	Tamsin McLeod / Kelvin Mills	Standing item	Recurring
Health and Wellbeing Strategy	To contribute to the review of the Strategy. <i>[This is likely to be subsumed into the work of the Health and Wellbeing Board].</i>	Tamsin McLeod / Kelvin Mills	Winter 2021	Spring 2022
Cranleigh Leisure Centre new build update	To receive the timeline for contract procurement for this facility	Tamsin McLeod	December 2021	TBD
Loneliness	To understand the extent of loneliness and social isolation across all ages, within the Borough. <i>[This is likely to be subsumed into the work of the Health and Wellbeing Board].</i>	Andrew Smith / Mark Mills	Winter 2021	Winter 2021
ASB PSPO update	To receive an update on the impact of the PSPO in Godalming.	Richard Homewood	2022	N/A

Community Wellbeing Overview and Scrutiny Committee

Subject	Purpose for Scrutiny	Lead Member / Officer	Date for O&S consideration	Date for Executive decision (if applicable)
Safer Waverley Partnership	To scrutinise the outcomes and priorities of the Safer Waverley Partnership. <i>[This is likely to be subsumed into the work of the Health and Wellbeing Board].</i>	Andrew Smith / Katie Webb	TBC	N/A

Section C

Scrutiny Reviews 2020/21

Subject	Objective	Key issues	Lead officer	Progress
Communities – Service Level Agreements O&S review	To support officers to undertake a 'health check' of the organisations receiving grant funding from the council and to inform decisions regarding future funding arrangements.	<ul style="list-style-type: none"> • Day Centres • Ageing Well action plan • Value for money • Governance and management • Service delivery • Funding • Monitoring 	Mark Mills / Katie Webb	Provisional report agreed by O&S. Will reconvene when the Executive Working Group produces its recommendations.
Cranleigh Leisure Centre	To inform the tender process for refurbishment of Cranleigh Leisure Centre	<ul style="list-style-type: none"> • TBD 	Mark Mills / Kelvin Mills	The results of the feasibility study will be and a draft terms of reference will be brought back to the September meeting at which point the membership of the group will be chosen.