

# **Overview & Scrutiny Annual Report**

**2005-2006**



**The work of the Overview and Scrutiny Committees at  
Hyndburn Borough Council from June 2005 – May 2006**

**July, 2006**

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## INTRODUCTION

This Annual Report (formerly known as Annual Review) details the work undertaken by Overview and Scrutiny at Hyndburn Borough Council during the period June 2005 to May 2006 inclusive.

There has been one notable change during the past 12 months, namely, in respect of the Chief Officer support afforded to the Overview and Scrutiny function. Graham Pinfield, the Council's Chief Corporate Services Officer, with line management responsibility for Overview & Scrutiny, left the Council in July, 2005 to take up an external appointment with Blackpool Council. The support provided by Graham in the development of the Overview and Scrutiny function at Hyndburn is much appreciated and we wish him well in his future career. Following an internal review, line management responsibility subsequently transferred to Jane Ellis, Head of Legal & Democratic Services. Paul Preston, Overview and Scrutiny Officer continued to provide dedicated Officer support to the Overview and Scrutiny function during the past 12 months. Thanks are also extended to our colleagues in the Member Services team for their continued support throughout the year.

At the Council Annual General Meeting on 19<sup>th</sup> May, 2005, under its Constitution, the Council appointed three Overview and Scrutiny Committees in 2005/2006. In addition, the Scrutiny Management Forum (the Co-Ordinating Committee, with its Membership comprising of the Chairs & Vice-Chairs of the three Overview and Scrutiny Committees), was also appointed to oversee the work of the Overview and Scrutiny Committees. This Annual Report summarises the work of Overview & Scrutiny at Hyndburn Borough Council during the 2005/2006 Municipal Year.

The purpose of the report is to describe:

- the approach to Overview & Scrutiny adopted at Hyndburn;
- the work of the Scrutiny Management Forum;
- Joint work undertaken by the Committees on major Policy and Budget issues;
- the work of the Community Safety and Well-Being Overview and Scrutiny Committee during the year;
- the work of the Sustainable Communities Overview and Scrutiny Committee during the year;
- the work of the Service Improvement Overview and Scrutiny Committee during the year;
- Progress on the Overview & Scrutiny Improvement Plan
- and suggestions for 2006-07

## **Overview & Scrutiny: Summary of meetings 2005-06**

Total Committee Meetings: 24

Community Safety & Well-Being Overview & Scrutiny Committee meetings: 6

Sustainable Communities Overview & Scrutiny Committee meetings: 9

Service Improvement Overview & Scrutiny Committee meetings: 7

Joint meetings of the Overview and Scrutiny Committees: 2

Total topics examined (***excluding standing items***): 49

Scrutiny Management Forum meetings: 4 (including two informal meetings)

Overview & Scrutiny Panels: 1 (met on five occasions)

Overview & Scrutiny was also represented at meetings of the Lancashire County Council Health Equalities Overview & Scrutiny Committee during the year.

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***\*For Information: "standing items" considered at Ordinary meetings of the Overview and Scrutiny Committees during 2005/2006 were:-***

- Apologies for Absence, Declarations of Interest, Disclosure of Whip, Dispensations and Substitutions;***
- Minutes of meetings;***
- Responses of the Executive to reports of the Overview and Scrutiny Committees;***
- the Committee's current Work Programme (along with a copy of the latest edition of the Council's Forward Plan);***
- Overview & Scrutiny Improvement Plan – Progress Report (submitted to the first & third Ordinary meetings of the three Overview & Scrutiny Committees);***
- Update on Committee Decisions and Recommendations (submitted to the second & fourth Ordinary meetings of the three Overview & Scrutiny Committees).***

## **APPROACH TO OVERVIEW & SCRUTINY**

### **Work Programme**

Overview & Scrutiny Committee Members developed their Work Programme at a Joint Workshop in June 2005. This set out items the three Committees wished to focus on during the year.

The Work Programmes were developed using a set of 9 key questions to help with the selection of topics. These questions were used by the Chair and Vice-Chair of each Committee to prioritise work programme items.

Hyndburn's approach was highlighted by the Centre for Public Scrutiny in its publication *'Overview and Scrutiny Guidance for District Councils'* in April, 2004.

Overview & Scrutiny items during the year have been selected from Cabinet Agenda and Minutes, the Forward Plan, and issues raised by Members or by the Public.

#### **Criteria for Selecting Work Programme Items**

1. Is this topic a key priority for the Council? (e.g. as identified in the Community Strategy and Corporate Plan)
2. Is this topic important to the public? (e.g. are Members aware of public concern, has the issue been raised at Area Councils, has it been raised via public consultation?)
3. Is there evidence of poor performance which Overview & Scrutiny should investigate? (e.g. from performance information)
4. Does the Council spend a significant proportion of its budget on this issue?
5. Is this issue important to Members?
6. Is anyone else already looking at this issue? (i.e. is it really necessary for Overview & Scrutiny to spend time on this?)
7. Is this the right time to look at this issue? (e.g. is it about to change anyway?)
8. Will the time spent on this item be worthwhile? (e.g. can Overview & Scrutiny really make a contribution to this issue?)
9. Is there scope to involve the public, voluntary groups or other organisations in this topic?

#### **Working Methods**

In examining Work Programme topics, the Overview & Scrutiny Committees have adopted a flexible approach which varies depending on the nature of the issue being considered. Many topics have been considered as 'one-off' investigations, whilst others (such as the work of an Overview & Scrutiny Advisory Panel) have been considered over several meetings.

Some of the approaches which have been used over the year include:

- routinely inviting Cabinet Members to be questioned by the Committees on specific topics relating to their portfolios;
- inviting external organisations to submit reports and give presentations to the Committee;
- further developing links with the Area Councils, through the referral of items considered by the Overview & Scrutiny Committees to raise public interest and

awareness (In 2005/2006, items were referred on the work of the Crimestoppers Organisation, the Lancashire Partnership for Road Safety & Safety Cameras, and Blackburn & Hyndburn Magistrates Court and the National Probation Service, Lancashire). Leaflets publicising the work of the Overview & Scrutiny Committees were also distributed at a number of Area Council meetings.

- obtaining evidence from expert witnesses, such as Lancaster Constabulary on Neighbourhood Policing; the East Lancashire Hospitals NHS Trust on a Clinical Services Review; and from the Lancashire Teenage Pregnancy Co-Ordinator on the work being undertaken to reduce the Under 18 Conception Rate in Hyndburn.

The three Committees have sought to adopt a fair and constructive approach in running Overview & Scrutiny Committee meetings. This has involved, for example, providing attendees at meetings with a list of advanced questions formulated by Overview & Scrutiny Members at “agendas planning meetings” usually held approximately a week before the Committee meeting, whereby Overview & Scrutiny Committee Members meet and develop their formal lines of enquiry and formulate any advance questions for the topic(s) under consideration.

Overview and Scrutiny Committee Members also agree to adhere to the following principles when questioning individuals. Cabinet Members and other invitees are being asked for their feedback on how far these principles were adhered to during 2005-06.

#### **Overview and Scrutiny Principles**

The Committee will exercise the following principles when conducting its business:

1. At all times adhere to the Code of Conduct for Members and the protocol for Member/Officer relations
2. To treat people fairly and with respect and be constructive, especially when challenging people
3. To seek consensus on the best solutions irrespective of party politics
4. To be open and transparent
5. To look for continuous improvement rather than blame
6. To be inclusive and democratic
7. To communicate well and constantly
8. To make best use of available resources
9. To ensure equality of opportunity
10. To allow Portfolio holders when present to deal with questions and facilitate officer input when under scrutiny

## **SCRUTINY MANAGEMENT FORUM**

Membership of the Scrutiny Management Forum comprised of six Councillors (the Chairs & Vice-Chairs of the three Overview & Scrutiny Committees). The Scrutiny Management Forum met on four occasions during 2005/2006 on the following dates:- 24<sup>th</sup> May, 2005 (informal meeting); 7<sup>th</sup> June, 2005; 1<sup>st</sup> September, 2005 and 9<sup>th</sup> January, 2006 (informal meeting). The Scrutiny Management Forum Co-Ordinates the work of the Overview & Scrutiny Committees and its Constitutional terms of reference are outlined below.

### **Scrutiny Management Forum – Terms of Reference**

1. To co-ordinate the work of the overview and scrutiny committees in consultation with those committees and the executive.
2. To assist the overview and scrutiny committee to develop their work programme.
3. To review work programmes of the overview and scrutiny committees and make recommendations as appropriate.
4. To determine the responsibility for functions / issues falling within the terms of reference of two or more overview and scrutiny committees.
5. To resolve any disputes which may arise in relation to the terms of reference of the overview and scrutiny committees.
6. To develop the overview and scrutiny function.
7. To investigate good practice in overview and scrutiny and implement improvements.

The Scrutiny Management Forum considered the following matters during 2005/2006:-

- Draft Overview & Scrutiny Committee Annual Review report 2004/2005;
- Overview & Scrutiny Improvement Plan;
- Invitations and the appointment of Members to attend external Overview & Scrutiny networking meetings:- Lancashire Scrutiny Partners Forum and North West Employers Organisation (NWEO);
- Distribution of the Overview & Scrutiny Information Leaflet;
- Review of Member attendances – Overview & Scrutiny committee and agenda planning meetings;
- Analyzing the results of the Overview & Scrutiny Member and Cabinet Surveys 2004/2005;

- The impact of ordinary and targeted Press Releases;
- Invitations to attend Member Development opportunities from other Local Authorities;
- Work Programmes 2005/2006 – Workshop Session;
- Allocation of Overview & Scrutiny Budget 2005/2006;
- A proposal to Cabinet for the appointment of an Overview & Scrutiny “Champion”;
- Progress report (for submission to Council) on the development of the Overview and Scrutiny function at Hyndburn;
- Approval of the continuation beyond a six month period of the Overview & Scrutiny Advisory Panel examining the issues of the affordability of housing, the current levels of housing benefits, poverty and homelessness in Hyndburn.

### **JOINT MEETINGS OF THE OVERVIEW & SCRUTINY COMMITTEES – MAJOR POLICY AND BUDGET PROPOSALS**

The Council’s Constitution allows for any two or more of the Council’s Overview & Scrutiny Committees to meet jointly to consider issues of a cross-cutting nature. In addition, the Council’s Constitution allows for the Joint Meetings to appoint up to two Advisory Panels.

There were two Joint Meetings held during the year. In July 2005, a joint meeting of the Community Safety & Well-Being and Sustainable Communities Overview & Scrutiny Committee and in February, 2006 a joint meeting of all three Overview & Scrutiny Committees. They considered the following issues:-

#### **Appointment of an Overview & Scrutiny Advisory Panel to examine the issue of “the affordability of housing, the current level of housing benefits, poverty and homelessness in Hyndburn” (Considered at a Joint meeting of the Community Safety & Well-Being and Sustainable Communities Overview & Scrutiny Committee held in July 2005).**

At the Joint Meeting held on 28<sup>th</sup> July, 2005, Members considered a report on a proposal for the establishment of an Overview & Scrutiny Advisory Panel to examine and report back on the issues of the affordability of housing, the current levels of housing benefits, poverty and homelessness in Hyndburn.



The Joint Committee agreed to the appointment of such a Panel, determined its terms of reference, along with the composition of the Panel – four Members, which was politically balanced (ie on a 2:2 basis).

The appointment of this Advisory Panel also helped to meet Aim 3 of the Overview and Scrutiny Improvement Plan: to increase opportunities for the Overview & Scrutiny Committees to contribute towards policy development (Aim 3a – Objective to carry out at least one in-depth review per year).

The Advisory Panel met on five occasions during 2005/2006. An inaugural meeting was held on 16<sup>th</sup> September, 2005 to receive background information and agree the consultation process and methodology for the Review. A second meeting was held on 27<sup>th</sup> October, 2005 to receive verbal and written evidence from Councillor G Jones, Hyndburn Borough Council and submissions of written evidence from individuals & organisations invited to contribute to the Review. A full day of evidence gathering interviews was undertaken by the Advisory Panel on 7<sup>th</sup> December, 2005 whereby the Panel Members met 11 people. Further meetings were held on the 13<sup>th</sup> and 23<sup>rd</sup> February, 2006 whereby the Panel considered all the evidence received and formulated a number of recommendations based on their findings.

The final report has now been prepared and it is intended that it will be submitted to a future Joint meeting of the Overview & Scrutiny Committees for consideration early in the 2006/2007 Municipal Year.

**Council Budget 2005-06 (Considered at a Joint meeting of all three Overview & Scrutiny Committees held in February 2006).**

Overview & Scrutiny Committee Members' questioned the Leader of the Council in detail on the Cabinet's Budget proposals at a Joint Meeting of all three Overview & Scrutiny Committees held on 27<sup>th</sup> February 2006. Following the meeting, the recommendations of the Joint meeting were included in the Leader's speech to Council (Budget) alongside Cabinet's Budget proposals.



**Joint Meetings of the three Overview and Scrutiny Committees: Summary of Activity 2005-06**

Committee Meetings: 2  
Total topics examined: 6 (five of which were Budget reports)  
Call-ins: 0



**COUNCILLOR DOUGLAS HAYES, CHAIR OF THE  
COMMUNITY SAFETY & WELL-BEING OVERVIEW &  
SCRUTINY COMMITTEE**

**Committee Members:**

**Councillor Paul Barton (Vice-Chair)**

**Councillor A Dad**

**Councillor Mrs E Dunston**

**Councillor M Parkinson**

**Councillor M Pritchard**

**Mr P Shaw, Co-Opted Member**

## COMMUNITY SAFETY AND WELL-BEING OVERVIEW & SCRUTINY COMMITTEE

The Community Safety and Well-Being Overview and Scrutiny Committee's remit over the year was to monitor the implementation of Hyndburn's Community Strategy and Community Safety issues. It also had a particular focus on Partnership Working and monitoring the performance of external public service providers and the impact of those services on the well-being of the Borough.

The Committee was made up of Councillors D Hayes (Chair), Paul Barton (Vice-Chair), A Dad, Mrs E Dunston, M Parkinson and M Pritchard. Mr P Shaw also served as a non-voting Co-Opted Member of the Committee during 2005/2006.

The Committee's terms of reference were as follows:

### Community Safety and Well-Being Overview and Scrutiny Committee - Main Terms of Reference

To scrutinise the work of the Cabinet falling within the Committee's terms of reference.

To monitor the implementation of Hyndburn's Community Strategy and the achievement of Community Strategy targets and objectives.

To monitor the implementation of the Council's policies and strategies in respect of Community Safety and promote Community Safety across Council policies and services.

To monitor the performance of external public service providers, the impact of those services on the well-being of the Borough and the contribution of those services to the achievement of the Community Strategy Objectives.

To conduct investigations and report in respect of issues affecting the Well-Being of the Borough or particular areas of the Borough.

### Neighbourhood Policing

Members received a presentation from Sergeant Robert Eaton, Lancashire Constabulary on Neighbourhood Policing in Lancashire, with particular emphasis on the Hyndburn area at an Extraordinary meeting of the Committee held on 3<sup>rd</sup> October, 2005. Police Community Support Officer (PCSO) Andy Banks, Lancashire Constabulary (Eastern Division) also attended the meeting for this item.



Sergeant Eaton and PCSO Banks outlined the background to Neighbourhood Policing, what it meant and how it was envisaged it would be rolled out across the Hyndburn Borough and Lancashire. They also responded to Members questions, comments and concerns on a number of matters raised, including the powers of PCSO's and where they would be located across the Borough; the role of Community Beat Managers; concerns at the levels of customer service by Police; resources and priorities. The use of Anti-Social Behaviour Orders (ASBO's) and Crime Reduction Anti-Social Behaviour Orders (CRASBO's) and Police and Hyndburn Borough Council involvement, support and powers were also discussed.

Following consideration of this item, the Committee requested Cabinet to consider the possibility of the Council employing an officer with the remit to preparing evidence and presenting cases for the issuing of ASBO's. In response to this recommendation, Cabinet advised Officers to put the request for such a post forward for consideration at Budget time. Subsequent to the meeting, and in view of the forthcoming review of Local Strategic Partnerships, it was agreed that consideration of this recommendation would be taken into account and considered as part of that review.

### **Community Cohesion Action Plan**

At the Extraordinary meeting of the Committee held on 3<sup>rd</sup> October, 2005, the Committee received a report from the Portfolio Holder for Community Cohesion on the draft Community Cohesion Action Plan for Hyndburn.



The Committee made informative comments on the draft Community Cohesion Action Plan for Hyndburn, and discussed the arrangements that Hyndburn could put in place with respect to the Council's responsibilities towards leading on Community Cohesion locally whilst recognising capacity and resource constraints. Consideration was also given to the strong leadership role required from the Council to implement National guidance on Equality, Diversity and Community Cohesion.

The Committee recognised the particular role of Councillors as community leaders in fostering community cohesion through improved understanding of Hyndburn's communities. Members were also aware that funding for the Community Cohesion Officer post was due to end in December, 2005 and recognised that future consideration needed to be given to the resources that would be needed to update, monitor targets and indicators and continue the community consultations.

Subsequent to this meeting, and the Committee's recommendations to Cabinet, the Strategy Manager informed the Overview and Scrutiny Committee that he would work with colleagues to ensure that progress reports from the Community Cohesion & Equal Opportunities Working Group were periodically submitted for consideration in the Part B – Portfolio Items part of the Cabinet agendas.

### **Update Report on Anti-Social Behaviour in Hyndburn**

As background to this topic, in February 2005, the Committee had received a joint presentation from Hyndburn's Community Safety Manager, Lancashire Constabulary and Lancashire Crown Prosecution Service on Anti-Social Behaviour / Anti Social Behaviour Orders (ASBO's) and related issues.



At the meeting held on 20<sup>th</sup> March, 2006, the Deputy Leader of the Council (Regeneration) submitted a report which gave an update on progress and requested the Committee to give further consideration to ways in which Hyndburn Borough Council could contribute to the reduction of Anti-Social Behaviour in the Borough.

The Committee was informed that the Hyndburn Community Safety Strategy 2005/2008 had been implemented from 1<sup>st</sup> April, 2005 to address any newly identified priorities or fresh community concerns highlighted by the Audit 2004. The three year Strategy would continue until 31<sup>st</sup> March, 2008 and would be underpinned by the delivery of the Community Safety Partnership's 'action plan' and the Lancashire Local Area Agreement. Witness evidence was provided at the meeting by the Deputy Leader of the Council (Community Services), the Strategy Manager and the Environmental Protection Manager, Hyndburn Borough Council, along with Chief Inspector Allan Wyllie, Lancashire Constabulary.

During the discussions on this topic, the Committee welcomed a suggestion from the Deputy Leader of the Council (Community Services) that further investigations would be undertaken about the possibility of Community Caretakers in the Area Council Wards undertaking the emptying of dog fouling bins as part of their duties.

Cabinet concurred with the Committee's views in welcoming the reparation and enhancement projects being undertaken in Great Harwood and Rishton by young people convicted by the Courts of a crime or nuisance behaviour (under the supervision of the Hyndburn Youth Offending Team) and it was hoped that this initiative would eventually be rolled out across the Borough

Cabinet was also informed of the possible resource available to the Council via the Probation Service (through the utilisation of the resource of persons sentenced to and serving Community Punishment Orders) who could undertake meaningful reparation and enhancement projects in the community.

### **Presentation by Lancashire County Council's Education Welfare Service - Truancy**

The Committee, at its meeting held on 7<sup>th</sup> November, 2005, received a presentation on truancy issues from Julie Lloyd and Mary Owen, Lancashire County Council, Hyndburn / Ribble Valley / Rosendale Education Welfare Service.

The presentation focused on measures taken to tackle incidents of truancy in the Borough, together with a general overview of the work of the Education Welfare Service, such as truancy sweeps, multi-agency approach to tackling truancy problems and legislative requirements. Mesdames Lloyd and Owen also responded to matters of concern to Members, including parental control / responsibilities; causes of truancy; the use of parenting groups & classes and working relationships / liaison between schools and other agencies.

Cabinet accepted the Committee's recommendation in respect of the truancy issues highlighted and concerns raised about the lack of funding available to implement Government legal sanctions/initiatives, particularly in relation to the provision of parenting groups/classes.

The Leader of the Council subsequently wrote to the Lancashire County Council with regard to the above, following which a detailed written response was received from the Education Welfare Service addressing the issues of concern raised.

### **High Hedges Legislation in the Hyndburn Borough (High Hedges Section of the Anti-Social Behaviour Act 2003)**

The Committee, at its meeting held on 4<sup>th</sup> July, 2005, considered a report of the Portfolio Holder for Corporate Governance (Planning) which summarised the High Hedges Section of the Anti-Social Behaviour Act 2003 and explained the implications for the Council. Internal procedures for dealing with High Hedges Complaints had been adopted by Council at its meeting held on 26<sup>th</sup> April, 2005.

An update report detailing how the impact the High Hedges Section of the Anti-Social Behaviour Act 2003 had affected Hyndburn was received at the Committee's meeting held on 30<sup>th</sup> January, 2006. The legislation had resulted in two known neighbour disputes been translated into fee paying complaints. The Committee was also informed that the fee level (£450) had been a barrier to three disputes translating into formal complaints, however it was not known at fee level those complainants would have been willing to pay in these cases.

### **Review of Safety of Trees in the Borough**

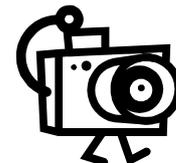
The Committee, at its meeting held on 30<sup>th</sup> January, 2006, considered a report of the Portfolio Holder for Culture and Leisure which summarised the condition of the Local Authority managed tree stock within the Borough of Hyndburn.

In examining this topic, the Committee welcomed a suggestion from the Portfolio Holder for Culture and Leisure to raise the awareness of landowners responsibilities for tree stocks/safety, via the use of a media release and through the inclusion of information on the Council's website.

It was also recognised that both Hyndburn Borough Council and Lancashire County Council had a duty of care for managing trees on their own land, and if found failing in this duty, could be prosecuted. The Committee was provided with statistical information which showed that the level of resources allocated to managing Hyndburn's tree stocks was considerably below the national average. Based on the evidence received, the Committee made recommendations to both Hyndburn Borough Council and Lancashire County Council requesting them to look at increasing their budgets for the management of the tree stocks they were responsible for in the Hyndburn Borough.

Unfortunately, due to budgetary constraints at both local authorities, additional resources were unable to be allocated for the 2006/2007 Municipal Year.

### **The work of the Lancashire Partnership for Road Safety and Safety Cameras**



At an extraordinary meeting held on 24<sup>th</sup> October, 2005, the Committee received an informative presentation from Mr John Davies, Project Manager, Lancashire Partnership

for Road Safety on the work of the Lancashire Partnership for Road Safety and the use of Safety Cameras.

Road safety and the use and location of safety cameras, both fixed and portable, were both issues of public interest and concern. Mr Davies informed the Committee of the measures used by the Lancashire Partnership for Road Safety to promote and raise awareness of road safety issues, and referred to educational and publicity campaigns undertaken by the Partnership. He also stressed that the role of Road Safety Cameras were to assist in increasing road safety and reducing the number of casualty statistics in Lancashire and pointed out that any revenue raised from fines from offences involving road safety cameras was paid directly to the Treasury.

Arising from consideration of this topic, the Committee made a number of recommendations, including a request that the Area Councils team in Hyndburn liaise with the Lancashire Partnership for Road Safety with a view to the Partnership undertaking presentations at Area Council meetings to further promote and raise awareness of their work with Hyndburn residents. The Committee also felt that more awareness/publicity should be given to residents to inform them that the Community Safety Partnership was an access point for public input into the work undertaken by the Lancashire Partnership for Road Safety.

### **The work of the Crimestoppers Organisation**

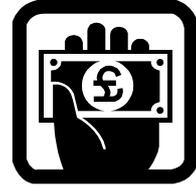
At the extraordinary meeting held on 24<sup>th</sup> October, 2005, the Committee received an informative presentation from Mrs Sue Arden, North West Regional Manager, Crimestoppers on the work of the Crimestoppers organisation.

Mrs Arden informed the Committee that Crimestoppers Trust was a charitable organisation and had been operating in the United Kingdom since 1988. It operated through 43 regions across the United Kingdom supported by a Board of volunteers drawn from the local community.

Crimestoppers **objective** was to be an alternative option for the supply of information which might not otherwise reach the police and its **mission** was “to encourage and empower everyone to provide information about criminals and crime without fear or involvement by calling CRIMESTOPPERS”.

Arising from consideration of this topic, the Committee made a number of recommendations, including a request that the Area Councils team in Hyndburn liaise with the Crimestoppers Organisation with a view to Crimestoppers undertaking presentations at Area Council meetings to further promote and raise awareness of their work with Hyndburn residents. The Committee also felt that more awareness/publicity should be given to residents to inform them that the Community Safety Partnership was an access point for public input into the work undertaken by the Crimestoppers Organisation.

## **Review of Grants to External Organisations' Funding Policy**



As background to this item, the Committee, at its meeting held in November 2004, considered and made a number of recommendations on proposals for a new Policy for funding external Organisations. Hyndburn Borough Council adopted the Grants to external organisations Policy in April, 2005.

The Committee at its meeting held on 30<sup>th</sup> January, 2006 considered a report of the Portfolio Holder for Community Cohesion (Community Cohesion & Voluntary Sector Liaison) who was undertaking a consultation on a review of the Grants to External organisations funding policy following its first year of operation. The Committee's views were sought, and the Portfolio for Community Cohesion (Community Cohesion and Voluntary Sector Liaison) was informed that the Committee was supportive of a number of proposed changes to the adopted Policy, as part of the evaluation of the policy, and in order to continually improve upon the policy through addressing issues that were identified during its first year of operation.

## **Community Sentencing – Mainstreaming/Probation**

At the meeting held on 7<sup>th</sup> November, 2005, the Committee received an informative presentation from Mr Jonathan Salem (Legal Adviser, Blackburn & Hyndburn Magistrates Court) and Ms Helen Ward (Senior Probation Officer, National Probation Service, Lancashire) on Community Sentencing - Mainstreaming/Probation.

Arising from consideration of this topic, the Committee made a number of recommendations, including a request that the Area Councils team in Hyndburn liaise with the Blackburn & Hyndburn Magistrates Court and the National Probation Service, Lancashire, with a view to those organisations undertaking presentations at Area Council meetings to further promote and raise awareness of their work in the Hyndburn Borough.

Councillors were also made aware that Community Orders could involve persons sentenced undertaking unpaid work requirements in the Hyndburn area which would be enforced and supervised by the Probation Service, and that the Accrington Probation Centre would welcome suggestions from Councillors of any projects/works in the Hyndburn area that might be assisted through the use of persons undertaking unpaid work requirements.

In addition, Cabinet was informed that National Guidelines on Sentencing were provided to the East Lancashire HM Courts Service to assist Magistrates in dealing with differing offences with a view to achieving sentencing consistency.

## **Substance Misuse Presentation – Needle Exchange**

At the meeting held on 7<sup>th</sup> November, 2005, the Committee also received an informative presentation from Ms. Rebecca Demaine and Mr. John Smith (Jarman Centre, Blackburn with Darwen Primary Care Trust (PCT)) on the operation of Needle Exchange Services throughout East Lancashire, with specific reference to their client base in the Hyndburn and Ribble Valley areas.

Having assessed the evidence submitted, reference was made on the need for and the siting of a Needle Exchange Centre in Accrington. The Committee also noted that the location of the Needle Exchange Centre in Blackburn was extremely successful due to being in a 'visit for purpose area'. It was however stressed that premises of suitable size and layout would need to be provided in order that the Centre would have facilities with the capability to provide the necessary education and training programmes.

Following the meeting, a copy of a training pack issued by the Jarman Centre in relation to raising awareness of the services provided by the Centre was obtained and circulated for information to all Members of the Council.

The Committee's other recommendations on this topic were not accepted by Cabinet. However, following the Cabinet meeting held on the 29<sup>th</sup> November, 2005, the Leader of the Council informed the Committee that the subject of a Needle Exchange was a matter he had discussed with the Hyndburn and Ribble Valley Primary Care Trust (PCT) and the situation was under review.

## **Community Safety Review & Joint Working/Commissioning – Hyndburn & Blackburn with Darwen Borough Councils**

At an extraordinary meeting held on 30<sup>th</sup> November, 2005, the Committee received a presentation from Ms Sharon Kemp, Assistant Director (Neighbourhoods), Blackburn with Darwen Borough Council on the Hyndburn and Blackburn with Darwen Joint Community Safety Review 2005.

Hyndburn Borough Council's Strategy Manager also submitted a report on the review and explained the purpose of the review was to focus on the activity of the Community Safety Teams in support of the Community Safety Partnerships, as opposed to a review of the actual Partnerships. This distinction was very important in terms of recognising the legal status of the Partnerships as set in existing statute and also recognised that the legal frameworks for Crime and Disorder Reductions Partnerships were under review by Central Government.

The Committee made several comments to the Managing Director of Hyndburn Borough Council (who had jointly commissioned the review with the Executive Director of Regeneration Services, Blackburn with Darwen Borough Council) on various aspects of the review.

The Managing Director subsequently responded that the Committee's comments were constructive and helpful and ones that he would have regard to during the further work on the review.

In relation to the Committee's recommendation for consideration to be given to the mainstreaming of Community Safety posts, the Committee was informed that this matter would be a decision for full Council to make during the Budget setting process.

### **Clean Neighbourhoods & Environment Act (CNEA)**

The Committee, at its meeting held on 30<sup>th</sup> January, 2006, considered a report of the Portfolio Holder for Environment and Cleansing which summarised the main provisions of the Clean Neighbourhoods and Environment Act (CNEA).

In reviewing this topic, the Committee gave consideration to the CNEA Enforcement Strategy; the lack of additional enforcement capacity to effectively use the new powers; the ability for local authorities to fix the level of fixed penalty fees within set bandings; the use of discounted fines to encourage early payment and the importance of publicity and education to complement enforcement.

The Committee informed Cabinet it was supportive of the proposals for the strengthening of enforcement resources to make the most effective use of the new CNEA Powers, and that with regard to dealing with nuisance and abandoned vehicles, there was a need for a suitable facility in Hyndburn for the storage of removed abandoned vehicles.

Arising from this scrutiny, in addressing the Committee's recommendations, Cabinet responded that in terms of environmental improvements, support would be given where possible. An extra Neighbourhood Caretaker had been introduced, working with the Area Councils, to bring further improvements to the Borough and extra resource was to be invested in the dog warden service. A new Officer was also be recruited to tackle the environmental blight there was in the Borough.

#### **Community Safety and Well-Being Overview and Scrutiny Committee: Summary of Activity 2005-06**

Committee Meetings: 7

Total topics examined: 14

In-depth Scrutiny Reviews: 1 (Jointly with the Sustainable Communities Overview & Scrutiny Committee)

Call-ins: 0



**COUNCILLOR MRS MARLENE HAWORTH, CHAIR OF  
THE SUSTAINABLE COMMUNITIES OVERVIEW &  
SCRUTINY COMMITTEE**

**Committee Members:**

**Councillor I Ormerod (Vice-Chair)**

**Councillor B Dawson**

**Councillor G Jones**

**Councillor Mrs J Lockwood**

**Councillor Mrs L Wilson**

## **SUSTAINABLE COMMUNITIES OVERVIEW & SCRUTINY COMMITTEE**

The Sustainable Communities Overview and Scrutiny Committee main remit over the year was to consider all matters relating to the Health Service in Hyndburn and to contribute to the work of the Lancashire County Council Health Equalities Overview and Scrutiny Committee. It also monitored progress in respect of the development of Sustainable Communities, including Neighbourhood Management and Housing Market Renewal.

The Committee was made up of Councillors Mrs M Haworth (Chair), I Ormerod (Vice-Chair), B Dawson, G Jones, Mrs J Lockwood and Mrs L Wilson.

The Committee's terms of reference were as follows:

### **Sustainable Communities Overview and Scrutiny Committee - Main Terms of Reference:**

To scrutinise the work of the Cabinet falling within the Committee's terms of reference

To review and scrutinise and to make reports and recommendations on matters relating to the health service in Hyndburn and to contribute to the work of the Lancashire County Council Health Equalities Overview and Scrutiny Committee.

To monitor progress in respect of the development of Sustainable Communities including Neighbourhood Management and Housing Market Renewal.

### **Presentation on Living and Working in East Lancashire Report**

At the meeting held on 5<sup>th</sup> July, 2005, the Committee received a report and presentation from the Principal Policy Officer on the Living and Working in East Lancashire Feedb@ck 2005 – Final Report and reported on the findings of the survey relating thereto.

Arising from consideration of this topic, Cabinet's attention was drawn to the information contained in the section of the report relating to influencing decision making and portfolio holders responsibilities.

### **Local Development Framework – Annual Monitoring Report**

At the meeting held on 8<sup>th</sup> November, 2005, the Chief Planning and Transportation Officer submitted a report which informed the Committee of the preparation of the Local Development Framework Annual Monitoring Report and the implications for the Local Development Scheme.

The Committee reviewed the contents of the report and commented on the progress regarding the preparation of documents outlined in the Local Development Scheme.

Arising from consideration of this topic, the Committee felt that it would be helpful for all Councillors to receive further information that gave greater clarity and understanding to the links between the Local Development Framework and Scheme, Development Plan documents and Strategies. This information was provided and circulated via the Members Information Bulletin following the meeting.

### **Progress on Community Development and Regeneration – Within Grove, Huncoat**

At the meeting held on 8<sup>th</sup> November, 2005, the Portfolio Holder for Economy and Employment (Public Housing and Homelessness) submitted a report which updated Members on progress on community development and regeneration at Within Grove, Huncoat and sought the Committee's comments thereon.

Seven members of the public and the local ward representatives attended the meeting for this item, and with the Chair's permission, gave evidence to the Committee on their views about actual progress that had been made. In view of the matters arising and issues raised, Members agreed to hold an extraordinary meeting of the Committee at a future date to enable the progress on community development and regeneration to be scrutinised in more detail.

At the extraordinary meeting held on 1<sup>st</sup> March, 2006, further consideration was given to the progress on community development and regeneration at Within Grove, Huncoat. Seven members of the public and a local ward representative again attended the meeting for this item. In addition to the original report of 8<sup>th</sup> November, 2005, the Chief Planning and Transportation Officer submitted further information relating to investment in the Environment and gave an update on on-going projects.

The Corporate Property Manager gave evidence in relation to asset maintenance at Within Grove and explained that the three types of maintenance involved were parks and open spaces, building contractors under the asset maintenance schemes, and revenue funded building work or capital funded one-off improvement projects. The Committee was informed that all projects needed to be sustainable and all maintenance was prioritised.

The Committee, whilst welcoming the progress of community development and regeneration at Within Grove, took into account the concerns and issues raised by local residents and the ward representatives and requested that the Portfolio Holder for Economy and Employment keep them informed of future developments at Within Grove.

In addition, the Committee requested that Contour Housing (Hyndburn Homes) should consider and respond to the concerns of residents (including private homeowners) of Within Grove, Huncoat.

### **Housing Market Renewal Services and the partnership between Hyndburn & Blackburn with Darwen Borough Councils**

At an extraordinary meeting held on 17<sup>th</sup> November, 2005, the Committee received a presentation from Mr Sayyed Osman, Deputy Director of Regeneration, Blackburn with Darwen Borough Council on his role in the Housing Regeneration, Environmental

Health, Strategic Housing and Enabling, Neighbourhood Services and Housing Market Renewal elements of the partnership between Hyndburn and Blackburn with Darwen Borough Councils.

The Committee welcomed the in-depth and informative presentation made by Mr Osman and his responses to questions made thereon. The Committee also requested the submission of a further report in 12 months' time in order to assess the progress made on Housing Market Renewal services in Hyndburn during that period.

### **Presentation on the work being undertaken to Reduce the under 18 Conception Rate in Hyndburn**

At the meeting held on 31<sup>st</sup> January, 2006, the Portfolio Holder for Community Cohesion (Health and Social Care) submitted a report on the work being undertaken to reduce the Under 18 Conception rate in Hyndburn. It was explained that corporately, this topic related to the Council's other priorities with Partners (Health and Social Care) and Wendy Hemsworth, Lancashire County Council's Teenage Pregnancy Co-Ordinator attended the meeting to give witness evidence on the matters contained in the report .

Ms Hemsworth gave a detailed synopsis of the most salient points contained in the report, highlighting statistical and comparative data, together with information on progress made nationally and within Lancashire and Hyndburn in reducing Under 18 conception rates.

Arising from consideration of this matter, the Committee resolved to receive an update report in 12 months' time in order to assess progress. They also requested that the Portfolio Holder for Community Cohesion (Health and Social Care) liaise with the Lancashire Teenage Pregnancy Strategy Co-ordinator to explore methods of raising awareness and support for this important area of work, and to further develop the working relationships between the Borough Council and the Lancashire Teenage Pregnancy Co-ordinator's Team.

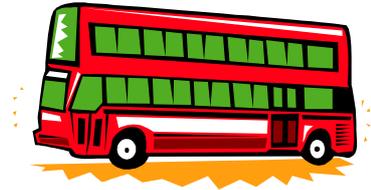
### **Monitoring Report on Neighbourhood Renewal Fund Schemes 2004-2006**

At the meeting held on 31<sup>st</sup> January, 2006, the Portfolio Holder for Economy and Employment submitted a report on the Neighbourhood Renewal Fund (NRF) Programme in 2004/2006. The Committee questioned the Portfolio Holder on delivery and achievements of the NRF Programme in 2004/2006, who responded to questions raised by Members and indicated that, from April 2006, Hyndburn would no longer represent one of the most deprived areas in England and Wales.

The Committee welcomed the monitoring report, asked to be kept informed of developments and requested the submission of an update report in 12 months' time.

## **Accrington Bus Station Proposals - Progress**

As a background to this report, the Committee had, at an earlier meeting, questioned the Chief Planning and Transportation Officer on the current situation in relation to the proposals for Accrington Bus Station, particularly on the Local Transport Plan and a request to the Lancashire County Council to look as widely as possible at options available.



At the meeting held on 31<sup>st</sup> January, 2006, the Committee received a report from the Portfolio Holder for Culture and Leisure giving an update on progress on the Accrington Bus Station proposals over the past 12 months.

Several issues were raised during the ensuing discussions on this matter, with witness evidence being provided by the Portfolio Holder for Culture and Leisure, a representative of the Hyndburn Bus Forum, two representatives of bus operators, Lancashire United and the Leader of the Council, who reiterated the controlling Group's preferred location for the bus station

Following this informative discussion on the progress to date for the provision of improved bus station facilities in Accrington, the Committee resolved to inform Cabinet of the issues discussed and arising at the meeting. The Committee was acutely aware of the need for progress in this matter and felt it was important that they were kept aware of developments. Accordingly, they requested the submission of a further progress report in 6 months' time

## **Update on Broadway/Town Centre and Accrington Town Centre Strategy**

At the meeting held on 31<sup>st</sup> January, 2006, the Committee received a verbal report from the Leader of the Council regarding progress on Broadway, the town centre and the Accrington Town Centre Strategy. Additional information was also circulated at the meeting by the Leader of the Council detailing evidence of recent improvements to Broadway and the Town Centre.

The Leader of the Council also reported on the Accrington Town Centre Strategy and outlined future plans and visions for further improvements to Broadway and Accrington Town Centre. The Committee, along with all Hyndburn Councillors were also invited to participate in the Accrington Town Centre Walk, which took place on the evening of Thursday 23<sup>rd</sup> March, 2006 and enabled Members to observe the Town Centre improvements.

## **Licensing in the Private Rented Sector as introduced by the Housing Act 2004.**

At the meeting held on 31<sup>st</sup> January, 2006, the Deputy Leader of the Council (Regeneration) submitted a report summarising the main issues relating to Licensing in the Private Sector as introduced in the Housing Act 2004.

The Committee was informed that the Housing Act 2004 introduced legislation for licensing in the Private Rented Sector (PRS) of mandatory licensing for Houses in

Multiple Occupation (HMO's) having three or more storeys and five or more residents who constituted more than one household. In Hyndburn, in implementing mandatory licensing, it was estimated that there were less than 10 HMO's in Hyndburn which would be subject to licensing, which was a relatively small number of properties compared with other Local Authorities.

The Act also introduced discretionary selective licensing for privately rented properties of all types in designated areas which were suffering from low housing demand and anti-social behaviour. In considering this information, the Committee felt there was a need to more fully understand and properly evaluate the implications of selective licensing by taking a cautious approach at Hyndburn, learning from research, commentary and the observation and implementation in other areas. They also recognised there would be a need to identify resources to inform any decisions and new policies.

The Committee resolved to obtain reasons why one of the Greater Manchester Local Authorities had advance plans for introducing large scale and widespread selective licensing. Salford City Council provided a response to this enquiry and the findings were circulated to the Committee and the Portfolio Holder for their information. The Committee also requested an update report on progress on Licensing in the Private Rented Sector in the 2006/2007 Municipal Year.

### **Neighbourhood Management – Eaves Brook Housing Association**

As a background to this topic, the Committee at a meeting held in May, 2005, had received a progress report reviewing Eaves Brook Housing Association in relation to Neighbourhood Management. At this meeting the committee received evidence from two Clayton-le-Moors/Enfield and one Accrington/Church Neighbourhood (Resident Board) Members; the Regional Regeneration Manager and the Neighbourhood Manager, Eaves Brook Housing Association; the Council's Project Sponsor; and the Deputy Leader of the Council and Portfolio Holder for Housing Market Renewal. At that meeting, the Committee agreed to review progress again in March, 2006.



Accordingly, the Deputy Leader of the Council (Regeneration) and Portfolio Holder for Housing Market Renewal, at the meeting held on 16<sup>th</sup> March, 2006, submitted a report updating the Committee on progress in establishing a process of Neighbourhood Management in the Housing Market Renewal Areas in partnership with the Eaves Brook Housing Association.

The Committee was informed that 2005/2006 aims for Clayton-le-Moors and Church and West Accrington had related to community safety, culture and leisure, environment and cleansing, health and well being and supporting communities through change. Two representatives from Neighbourhood Management Boards also provided witness evidence on progress to date at the meeting.

Additional evidence, in the form of a short DVD presentation, prepared by Eaves Brook Housing Association, was shown at the meeting to raise awareness of the Neighbourhood Management work that had been carried out in Hyndburn Borough (Church, Clayton-le-Moors and West Accrington) and a neighbouring area.

The Committee noted the contents of the report and DVD, and resolved that a further update report on progress, including linkages between Area Councils, Neighbourhood Management and the Local Strategic Partnership (LSP) be submitted to a future meeting of the Committee for consideration.

### **Presentation on Tourism and the East Lancashire Countryside**

At the meeting held on 16<sup>th</sup> March, 2006, the Portfolio Holder for Culture and Leisure submitted a report on current issues relating to tourism and the promotion of the East Lancashire Countryside.

The Tourism Section consisted of two distinct work areas, namely the Accrington Information Centre and tourism development and the Head of Leisure Services reported on issues relating to staffing, Accrington Information Centre, tourism development, Hyndburn's main tourism projects, external partnership projects (ongoing and previous), benefits and the future provision of tourism services.

### **Scrutiny of External Organisations**

The Sustainable Communities Overview and Scrutiny Committee terms of reference includes provision for the Committee to review and scrutinise and to make reports and recommendations on matters relating to the health service in Hyndburn, and to contribute to the work of the Lancashire County Council Health Equalities Overview and Scrutiny Committee. The Sustainable Communities Overview and Scrutiny Committee met with representatives of East Lancashire Hospitals NHS Trust on three occasions and the Chief Executive of the Hyndburn and Ribble Valley NHS Primary Care Trust on one occasion during 2005/2006, as detailed below.

### **Presentation by the Chief Executive of the East Lancashire Hospitals NHS Trust**

At an extraordinary meeting held on 26<sup>th</sup> September, 2005, the Committee received a presentation from Jo Cubbon, Chief Executive of the East Lancashire Hospitals NHS Trust which focused on issues of local and public concern on the difficulties faced by the Trust, with particular reference to the trust's financial position, management arrangements, plans for improvement and measures taken to address Methicillin Resistant Staphylococcus Aureus (MRSA).

This meeting generated a great deal of media interest and press coverage, with two local press representatives, five Members of the public along with eight other Hyndburn Councillors attending the meeting.

The Committee welcomed Mrs Cubbon's detailed and informative presentation, her honest assessment of the current situation faced by the Trust, future plans and responses to questions raised at the meeting.

As a result of this scrutiny, based on the evidence received, the Committee informed Mrs. Cubbon that they strongly supported the work of the East Lancashire Hospitals NHS Trust and would endeavour to assist the Trust on issues wherever/whenever possible; and accepted an invitation from Mrs. Cubbon for the East Lancashire Hospitals NHS Trust's Infection Control Team to address the Committee on its work, with particular regard to MRSA.

The Committee also invited Mrs. Cubbon to make a presentation to the Committee in 12 months time in order to update the Committee on progress in respect of the issues discussed during this meeting.

The Trust was also requested to consider ways in which access could be improved, in particular, the possible increased usage of public bus services in relation to the Committee's concerns about public access to Queen's Park Hospital following the closure of Blackburn Royal Infirmary.

Following the meeting, the Chair, on behalf of the Committee, also wrote to all East Lancashire Members of Parliament requesting their support in lobbying the Government to provide financial and practical help to enable the East Lancashire Hospitals NHS Trust to fund and deliver a public education programme relating to MRSA and prevention of transfer of infections generally. The Chair also wrote to the Secretary of State for Health requesting the Government to consider increasing the government funding provided for health services in East Lancashire and to speed up their review into balancing out government funding provision between health authorities nationally.

### **Presentation by the Infection Control Team, East Lancashire Hospitals NHS Trust**

At an extraordinary meeting of the Committee held on 14<sup>th</sup> March, 2006, the Committee received a presentation from Dr Ruth White, Consultant Microbiologist and Marion Willcocks, Lead Infection Control Nurse, East Lancashire Hospitals NHS Trust, on the work of the Infection Control Team, with particular regard to preventative measures and tackling Methicillin Resistant Staphylococcus Aureus (MRSA).

Members were informed that following the attendance of the Chief Executive of the East Lancashire Hospitals NHS Trust at the extraordinary meeting held in September, 2005, recommendations arising from that meeting had been considered by the Trust. The Committee was informed that a number of changes in hospital and working practices at the Trust had subsequently been implemented.

Arising from consideration of the work of the Infection Control Team, the Committee accepted an invitation from Dr. White to visit the Team's Hospital Laboratory on a future date to gain a further understanding and awareness of the work they were undertaking to tackle MRSA and other infections in Hospital.

The Committee also informed Dr White and Marion Willcocks that it strongly supported the work of the Infection Control Team and would endeavour to assist them on issues wherever/whenever possible. They also requested an update report on progress to be submitted to a future meeting.

### **East Lancashire Clinical Services Review – Pre-Consultation**

Val Burtenshaw, Project Director and Gary Graham, Director of Organisational Development, East Lancashire Hospitals NHS Trust attended an extraordinary meeting of the Committee held on 8<sup>th</sup> February, 2006 whereby they outlined the case for change; methodology used to develop options for change and the next steps for East Lancashire's Clinical Services Review.

They explained the vision for future local health services and needs, and outlined the key messages in the case for change, including the drivers, clinical, financial and sustainability cases for change.

It was further explained that this meeting was one of several pre-consultations being undertaken by the Trust and that the Committee's questions, comments and concerns on the case for change as outlined at the meeting would be taken into consideration in the methodology to be used to develop the options for the engagement phase and for the next steps.

The engagement phase and public consultation period commenced on 21<sup>st</sup> March, 2006 and would continue until 10<sup>th</sup> July, 2006.

### **Annual Report and Presentation - Hyndburn and Ribble Valley Primary Care Trust (PCT).**

At the Committee's meeting held on 8<sup>th</sup> November, 2005, the Chief Executive of the Hyndburn and Ribble Valley PCT attended the meeting and gave a presentation on the work of the PCT over the last 12 months and outlined their future plans.

The Committee expressed its continued support for the work being undertaken by the Trust and its wish to assist the Trust on future issues wherever/whenever possible. It also noted that the future structure of all PCT's were subject to review as part of the Government's programme of NHS reform.

In view of the on-going developments, the Committee requested that Mr. Wilkinson, (or any successor organisation), be requested to make a presentation to the Committee in 12 months time in order to update Members on issues discussed during this meeting.

The Committee also made a recommendation that representatives from the Hyndburn & Ribble Valley NHS Primary Care Trust and Lobby Groups be invited to attend a future Extraordinary Meeting of the Sustainable Communities Overview and Scrutiny Committee in order to debate the case for and against the addition of Fluoridation to Water Supplies. In responding to this recommendation, Cabinet, at its meeting held on 29<sup>th</sup> November, 2005, informed the Committee that, over many years, the Council had consistently voted to oppose the fluoridation of water supplies.

### **Sustainable Communities Overview and Scrutiny Committee: Summary of Activities 2005-06**

Committee Meetings: 9

Total topics examined: 16

In-depth Scrutiny Reviews: 1 (Jointly with the Community Safety & Well-Being Overview & Scrutiny Committee)

Call-ins: 0

### **Health Scrutiny**

#### **Lancashire County Council's Health Equalities Overview & Scrutiny Committee**

From January 2003 Unitary, County and Metropolitan authorities have had a specific power to scrutinise health services and health issues within their area.

In Lancashire, this obligation is discharged by Lancashire County Council through its Health Equalities Overview & Scrutiny Committee, which includes one representative from each district. At the beginning of the Municipal Year, Councillor Paul Barton was appointed to represent Hyndburn on the Health Equalities Overview and Scrutiny Committee.

The Lancashire County Council's Health Equalities Overview and Scrutiny Committee met on eight occasions during the 2005/2006 Municipal Year. Matters of local, regional and/or national concern considered by the Committee during the past 12 months included:-

- Consultation on a programme for change in Mental Health Services in Lancashire;
- Review of Occupational Therapy Services;
- Lancashire Health Commission;
- Consultation on the Smoke Free elements of the Health Improvement and Protection Bill;
- Healthcare Commission Core Standards;
- Lancashire Teaching Hospitals NHS Trust – Patient and Public Involvement Strategy;
- “Your Health, Your Care, Your Say” – a national consultation on Community Health and Care Services;
- East Lancashire Hospitals NHS Trust – Clinical Services Review and closure of the rehabilitation ward at Queen's Park Hospital, Blackburn;
- Community Matrons in Lancashire;
- Blackburn Road Health Development, Accrington (Hyndburn and Ribble Valley Primary Care Trust (PCT));
- East Lancashire Hospitals NHS Trust Recovery Plan Update;
- Changes to NHS Dentistry in England.



**COUNCILLOR DAVID MASON, CHAIR OF THE SERVICE  
IMPROVEMENT OVERVIEW & SCRUTINY COMMITTEE**

**COMMITTEE MEMBERS:**

**Councillor T O’Kane (Vice-Chair)  
Councillor Ms C Hamilton  
Councillor Mrs M Haworth  
Councillor D Hayes  
Councillor M Rahman**

## **SERVICE IMPROVEMENT OVERVIEW & SCRUTINY COMMITTEE**

The Service Improvement Overview and Scrutiny Committee main remit over the year was to consider all issues relating to Council Policies or Services.

The Committee was made up of Councillors D Mason (Chair), T O’Kane (Vice-Chair), Ms C Hamilton, Mrs M Haworth, D Hayes and M Rahman.

The Committee’s terms of reference were as follows:

### **Service Improvement Overview and Scrutiny Committee - Main Terms of Reference:**

To scrutinise the work of the Cabinet falling within the Committee’s terms of reference

To assist with the development and review of Council Policies and Services, including those delivered in Partnership.

To monitor the performance of Council Services and to make suggestions for Service Improvements.

## **Update on the Partnership between Hyndburn and Blackburn with Darwen Borough Councils**

At its meeting held on 6<sup>th</sup> July, 2005, the Committee received a report from Graham Burgess, Executive Director of Regeneration and Technical Services, Blackburn with Darwen Borough Council on the current work programme and progress in relation to the partnership between Hyndburn and Blackburn with Darwen Borough Councils.

Mr. Burgess drew attention to the background to and flexibility and benefits of the partnership, together with issues relating to Northern Way Study Debate, Regional Housing Strategy, Spatial Planning Strategy, Strategic Site Development and Improved Transport Links.

The Committee welcomed the progress report and accepted an invitation from Mr Burgess for the Lead Officers in the partnership to give reports/presentations on progress to the appropriate Overview and Scrutiny Committees on the Housing Market Renewal and Economic and Regeneration Services elements of the Partnership. They also accepted his offer to receive a report/presentation from the Assistant Director (Neighbourhoods), Blackburn with Darwen Borough Council, focusing on the Community Safety review and Joint Working/Commissioning between the two authorities.

In order to assess and monitor the progress/challenges facing the Partnership, the Committee also requested that Mr Burgess to submit an update report in 12 months’ time.

## **Council Tax and National Non- Domestic Rate Performance 2004-2005**

At its meeting held on 6<sup>th</sup> July, 2005, the Committee considered a report on the Council Tax and Non-Domestic Rate Performance 2004/2005.

The Portfolio Holder for Corporate Governance reported on improvements on collection rates and work processed and provided details of the collection performance for local taxation for the 2004/2005 financial year, together with comparisons both on National and Local Levels and detailed measures taken to monitor and improve those collection rates.

Following consideration of the report, Cabinet was informed that in respect of Council Tax and National Non-Domestic Rate Performance, it was recognised that collection rates were actually much higher than those figures published by the Audit Commission, having taken into account outstanding monies collected in subsequent financial years. It was suggested that this fact should be taken into account by the Cabinet and Audit Commission in assessing the Council's performance. A letter was also sent to the Chief Finance Officer conveying the Committee's appreciation of the work undertaken and improvements made by all staff in the Council Tax and National Non-Domestic Rates Sections of the Council.

## **Lancashire Highways Partnership**

At an Extraordinary meeting held on 4th October, 2005, the Committee received evidence from and questioned County Councillor Tony Martin, (County Councillor Portfolio Holder for Lancashire Highways Partnership) on the proposals for the termination of the Lancashire Highways Partnership (LHP).

Mr Tony Hindle, Managing Director, Lancashire County Engineering Services and Mr Cliff Matthias, Director, Highways and Environmental Management, Lancashire County Council and Mr J Schofield, Hyndburn's Head of Engineering also attended the meeting and gave verbal evidence to the Committee. Two members of the public also attended the meeting for this item.

Mr Matthias (Lancashire County Council) also circulated additional information relating to the Traffic Management Act and addressed the Committee on issues relating to County Council and District involvement in the LHP, core areas, non core area, Lancashire County Engineering Services, grass cutting, survey on partnership, good practice and the County Council's preferred option.

Arising from the Scrutiny, and following the receipt of representations from Hyndburn and other Lancashire local authorities, the County Council's Internal Overview and Scrutiny Committee agreed to the appointment of a Lancashire Highways Partnership Task Group to examine and report back on the residual arrangements arising from the termination of the Lancashire Highways Partnership. A delegation from Hyndburn, consisting of the Head of Engineering Services, Councillors Mason, Mrs Haworth and Pritchard gave evidence to the Task group at a meeting held on 13<sup>th</sup> March, 2006. The Task Group is still on-going and its findings awaited.

## **Assessment of the Impact on Hyndburn Borough Council of the termination of the Lancashire Highways Partnership**

The Committee also received and considered an exempt report at the Extraordinary meeting of the Committee held on 4th October, 2005 which gave an assessment of the impact on Hyndburn Borough Council that would occur as a result of the termination of the Lancashire Highways Partnership.

## **Strategy for Dealing with Unauthorised Encampments - Update**

The Portfolio Holder for Environment and Cleansing, at the meeting held on 9<sup>th</sup> November, 2005, submitted an update report and a copy of a Strategy which set out procedures for East Lancashire Authorities/Lancashire County Council for dealing with Gypsy's and Travellers when they set up camp within a Borough on unauthorised sites.

The Portfolio Holder reported that the Strategy had been produced by Hyndburn Borough Council and was shortly to be discussed at a Working Group of the Lancashire County Council, Hyndburn Borough Council, East Lancashire Authorities and East Lancashire Together.

Arising from consideration of this item, Cabinet was requested to write to the East Lancashire Authorities, Lancashire County Council and East Lancashire Together, stressing the urgent need for a meeting of the Working Group to be held at the earliest opportunity and for progress to be made, and in doing so, expressing Hyndburn Borough Council's support for the adoption of the Strategy.

Following this scrutiny, the Leader of the Council attended a meeting of the Working Group held on 17<sup>th</sup> November, 2005 and has informed the Overview and Scrutiny Committee that he would bring the issue of the Strategy for dealing with unauthorised encampments up again at a future meeting of Leaders of East Lancashire Authorities.

## **Waste Services Improvement Action Plan**

At the meeting held on 9<sup>th</sup> November, 2005, the Committee received a report of the Portfolio Holder for Environment and Cleansing on the Waste Services Improvement Action Plan.

The Environmental Maintenance Manager reported on the Action Plan, which was a key driver and focus for improvements to the delivery of refuse collection, recycling and street cleansing services and showed a programme of identified improvements together with progress made to date. The Action Plan had been developed under the 'Special Measures Programme' and progress was being monitored by the Council's Corporate Management Team.

The Committee was requested to review and scrutinise the Plan and comment on the programme of identified improvements, a report on which was to be submitted to Cabinet for consideration at its meeting to be held on 29<sup>th</sup> November, 2005.

Accordingly, the Committee received witness evidence from the Portfolio Holder for Environment and Cleansing and the Environmental Maintenance Manager on the progress and implementation of the Waste Services Improvement Action Plan

Ms. Sandy Cox, T&GWU Branch Secretary, also attended the meeting at the invitation of the Committee and outlined the views of waste services operatives on their job roles, required daily tasks, levels of performance and working relationships with managers.

The Committee, having assessed the witness evidence submitted by the Portfolio Holder for Environment and Cleansing, the Environmental Maintenance Manager and the T&GWU Branch Secretary informed Cabinet, at its meeting held on 29<sup>th</sup> November, 2005, of the continued challenges facing Waste Services, including the staff resource required to deal with the provisions of the Clean Neighbourhoods and Environment Act (CNEA); the impact that the Landfill Allowance Trading Scheme (LATS) would have on the future delivery of Waste Services and concerns about the Waste Service staff training/levels/issues that were identified at the meeting.

### **Monitoring of the Benefits Service – Update Report**

As a background to this topic, the Committee, at its meeting held in January, 2005 had received a report from the Portfolio Holder for Corporate Governance relating to the Monitoring of the Benefits Service on the actions taken and further improvements still required following the Benefit Fraud Inspectorate's (BFI) Report of September 2003. At that meeting, the Committee welcomed the actions that had been taken and noted that further improvements were still required to the Benefits Service in response to the Benefit Fraud Inspectorate's report.

The Committee received an update report at its meeting held on 9<sup>th</sup> November, 2005 and noted there were still on-going problems of sickness absenteeism/in house training. Cabinet was requested to review the staffing levels in the Benefits Service in order that the basic staffing levels deemed necessary to interface with the public could be maintained. The Committee also expressed concerns in relation to the use of Benefit Services staff to provide cover when colleagues in the Shared Service Contact Centre were absent.

In addressing the Committee's concerns, the Portfolio Holder for Corporate Governance pointed out at the Cabinet meeting that the staff cover needed on the occasion referred to by the Overview and Scrutiny Committee was due to exceptional circumstances and the Leader of the Council responded that the matter would continue to be looked at from every angle.

### **Renewal of the Contract with CAPITA to provide Revenues and Benefits telephone Service from November 2005.**

The Committee received and considered an exempt report at the meeting held on 9<sup>th</sup> November, 2005 which updated Members on the planned extension of the contract with Capita Business Services Ltd to provide Revenues and Benefits telephone service from 2<sup>nd</sup> November 2005 in order to secure long term service delivery.

## **Joint Venture Operations**

The Committee, at its meeting held on 9<sup>th</sup> November, 2005, considered an exempt report of the Portfolio Holder for Economy and Employment on the operation of the Council's three Joint Venture Operations with external commercial organisations. The report was exempt from publication as it contained information relating to the financial or business affairs of the external organisations. The Chief Finance Officer gave an overview of the three Joint Ventures and ascertained the Committee's views on whether these Operations were being effectively managed in the best interests of the Council.

## **Economic Development and Regeneration Services and the partnership between Hyndburn & Blackburn with Darwen Borough Councils**

At an extraordinary meeting held on 14<sup>th</sup> November, 2005, the Committee received a presentation from Mr Steve Hoyle, Assistant Director of Regeneration, Housing and Neighbourhoods, Blackburn with Darwen Borough Council on his role in the economic development and regeneration elements of the partnership between Hyndburn and Blackburn with Darwen Borough Councils.

The Committee welcomed his in-depth and informative presentation and suggested areas for improvement, in particular, proposals for introducing performance indicators and the documenting of outcomes in record form in respect of measuring partnership working/performance.

Arising from this Scrutiny, the Committee made several recommendations to Cabinet and highlighted issues, such as improvements to communications, as a matter in need of review. Cabinet was also asked to investigate the possibility of increasing the budgets/funding of certain areas of the Council's Economic Regeneration Services Team, particularly in relation to income generating posts and the Council's Corporate Property Services team which the Committee was informed were under pressure and understaffed.

The Committee also requested the submission of a further report in 12 months' time in order to assess the progress or otherwise that had been made on economic and regeneration services in Hyndburn during that period.

## **Local Strategic Partnership – Annual Review by Central Government**

The Portfolio Holder for Economy and Employment submitted a report on the Local Strategic Partnership Annual Review by Central Government and the Committee was invited to scrutinise and comment on the outcome of the Annual Performance Review.

The Community Strategy Manager was informed of the Committee's comments, concerns and suggestions on the outcome of the Local Strategic Partnership Annual Performance Review to 31<sup>st</sup> March, 2005 by Central Government. It was noted that in its latest assessment to 31<sup>st</sup> March, 2005, the Local Strategic Partnership had maintained its Amber Green Status.

Arising from consideration of this topic, the Committee recommended that the on-going review of the provision of training for Councillors appointed by the Council to Local Strategic Partnership (LSP) Working/Task Groups, as previously requested by the Committee, be progressed and concluded at the earliest opportunity; and that Cabinet be requested to investigate and seek clarity on the relationship between Neighbourhood Management and the LSP.

The Committee also welcomed the intention of the Portfolio Holder (Economy and Employment) to submit a report to Cabinet on the reporting arrangements/feedback of information from the LSP to the Council.

### **Annual Efficiency Statement**

The Committee scrutinised the savings identified in the Council's Annual Efficiency Statement (AES). The Committee resolved to inform Corporate Management Team (CMT) and Cabinet that it endorsed the efficiencies put forward and the arrangements for monitoring delivery in the Annual Efficiency Statement 2006/2007 and also requested that the Annual Efficiency Statement continue to be submitted to the Committee for consideration and comment on an Annual Basis.

### **Performance of the Leisure Trust in Hyndburn**

The Chief Executive and Company Secretary of the Leisure in Hyndburn – Sports and Leisure Trust submitted the Company's 2004/2005 Annual Report and reported on progress made in relation to the performance of the Trust.

Arising from the Scrutiny, the Committee noted the Sports and Leisure Trust's progress, current financial position and the proposed expansion of the organisation.

#### **Service Improvement Overview and Scrutiny Committee: Summary of Activities 2005-06**

Committee Meetings: 6  
Total topics examined: 13  
Call-ins: 0  
In-depth Scrutiny Reviews: 0

## **PROGRESS ON THE OVERVIEW & SCRUTINY IMPROVEMENT PLAN**

At the first Joint Meeting of the Overview & Scrutiny Committees in July 2003, an Action Plan was agreed to improve the work of Scrutiny. This Improvement Plan had arisen from a review of the work of Overview & Scrutiny during 2002-03, the results of a Member Survey at Hyndburn in March/April 2003 and evidence from research on Overview & Scrutiny published by the Office of the Deputy Prime Minister. The Plan was developed with the input of the Chairs of the Overview & Scrutiny Committees. The Overview and Scrutiny Committee Improvement Plan continues to be reviewed and updated on an annual basis.

Some of the main areas of progress on the Improvement Plan during 2005-06 were as follows:

### **Progress on improvements to Overview & Scrutiny during 2005-06**

- Each Committee continued to use the Forward Plan at each meeting to identify issues for the Work Programme.
- The procedure for reporting Overview & Scrutiny recommendations to and receiving responses back from the Cabinet and Council continued to improve during the year.
- In the majority of cases Overview & Scrutiny Agendas only exceeded 4 substantive items (excluding standing items) on rare occasions.
- All three Overview and Scrutiny Committees continued to hold agenda planning meetings this year. These meetings were normally held a few days before the main Committee and helped Members to develop their lines of questioning and formulate any advance question(s) on the topic(s) under consideration. Following the agenda planning meetings, a list of questions was provided for Portfolio Holders and Officers who had been invited to the Committee. This led to more focused and productive meetings and enabled Portfolio Holders to prepare more effectively for meetings.
- External Organisations continued to contribute to the community well-being work of the three Overview & Scrutiny Committees during the course of the year. External contributors to the Overview and Scrutiny function this year included Lancashire Constabulary; Lancashire County Council's Education Welfare Service and the Teenage Pregnancy Reduction Co-Ordinator's Team; East Lancashire Hospitals NHS Trust and Hyndburn and Ribble Valley Primary Care Trust.
- Publicity on Overview & Scrutiny has continued to improve during 2005-06, with a number of Councillors also undertaking local radio interviews on topics under consideration by the Overview and Scrutiny Committees.
- a survey form has been sent out to Cabinet Members to seek feedback on their experience of attending Overview & Scrutiny meetings during 2005-06. A questionnaire has also been sent to Overview & Scrutiny Members to gather their views on the effectiveness of the Committees during the year.

## **TRAINING EVENTS / OVERVIEW AND SCRUTINY NETWORKS**

### **(a) Training Event – Lancashire County Council**

Arising from a suggestion from last year's Annual Review Report - to aim to visit at least one other Council during each Municipal Year to learn from the operation of Overview and Scrutiny elsewhere and share best practice, an invitation was received and accepted from Lancaster City Council to observe a meeting of that Council's Overview and Scrutiny Committee at Morecambe Town Hall on the evening of Wednesday 8<sup>th</sup> March, 2006. Three Hyndburn Borough Council Overview & Scrutiny Members attended the meeting, along with Mr P Shaw, Co-Opted Member (Community Safety & Well-Being Overview & Scrutiny Committee), the Overview & Scrutiny Officer and the Senior Member Services Officer. Hyndburn Borough Council would like to place on record its thanks to our hosts who also kindly provided us with refreshments and a networking opportunity prior to the meeting.

### **(b) North West Employers' Organisation (NWEO) Overview and Scrutiny Network**

Two of Hyndburn's Overview and Scrutiny Committee Chairs', together with the Overview and Scrutiny Officer, attended a meeting held on the 20<sup>th</sup> October, 2005 of the NWEO Chairs/Practitioners Network meeting, hosted by Oldham Metropolitan Borough Council in Oldham. The Overview and Scrutiny Committee Chairs', along with the Overview and Scrutiny Officer also attended a further meeting of the Network held in Preston on 9<sup>th</sup> February, 2006 hosted by Lancashire County Council. Topics covered at these meetings included the use of procurement to deliver sustainability objectives; a group discussion on learning and development needs for Overview and Scrutiny Members; Joint Working; a group discussion on formulating a response to the Local Strategic Partnership Consultation Paper and the possible role of Overview and Scrutiny in monitoring performance; and information on the Freedom of Information Act and Overview and Scrutiny.

### **(c) Overview and Scrutiny Network – Lancashire Scrutiny Partners Forum (LSPF)**

The LSPF is open to Officers and Elected Members from all twelve District Councils in Lancashire and the County Council. It aims to promote the development of the Overview and Scrutiny function in Lancashire. It provides an opportunity for Lancashire's Scrutiny Officers and Elected Members to meet and discuss Scrutiny matters of common concern and interest and to disseminate information about Scrutiny Work Plans adopted by Lancashire's District and County Council's. The LSPF also enables Officers and Elected Members to participate in discussions about best practice in Overview and Scrutiny and to learn from each other and from other Authorities which have been successful in the Scrutiny process; and address any training needs which representatives may identify.

Hyndburn Borough Council was represented at meetings of the LSPF hosted by West Lancashire District Council (July, 2005); Fylde Borough Council (October, 2005) and Ribble Valley Borough Council (February, 2006).

## **SUGGESTIONS FOR 2006-07**

The Member Survey currently being carried out will be used to develop ideas to build on the existing improvements to Overview & Scrutiny. In addition, local elections are being held in Hyndburn in May, 2006 and it is possible that the Controlling Group following the elections could make changes to the current Overview and Scrutiny structure at Hyndburn for the next Municipal Year.

Some initial suggestions for improvements, based on the existing Improvement Plan and feedback received during the year, are put forward below. These will be developed further with the Chairs and Vice-Chairs of Overview & Scrutiny following the Annual General Meeting of Council in May, 2006.

### **Initial ideas for Improvements to Overview & Scrutiny during 2006-07**

- Aim to carry out more in-depth Scrutiny reviews during 2006-07, building on the lessons learnt from the Early Retirement/Voluntary Redundancy & the affordability of housing, levels of benefits, poverty and homelessness reviews undertaken in the past few years.
- Consider more innovative ways to engage the public, including more targeted Press releases and radio interviews where appropriate.
- Aim to involve a wider range of people in Scrutiny work on a more regular basis - allowing 'expert witnesses', or community or residents groups to comment on items before the Committee.
- Aim to improve communications between Overview and Scrutiny and the Cabinet throughout the year, especially the need to develop the Work Programme in conjunction with the Cabinet.
- Continue to raise awareness of Overview & Scrutiny with Members and Officers, for example through training sessions.
- Aim to visit at least one other Council during the year to learn from the operation of Overview & Scrutiny elsewhere.

**HYNDBURN BOROUGH COUNCIL'S CORPORATE PRIORITIES & OUR PRIORITIES WITH OTHER PARTNERS**

Hyndburn Borough Council has five Corporate Priorities and two other Priorities with Partners:-

**Corporate Priorities**

- Corporate Governance & Community Leadership
- Community Safety
- Housing & Environment
- Economy & Employment
- Culture & Leisure

**Other Priorities with Partners**

- Health & Social Care
- Education & Lifelong Learning

\* \* \* \* \*

## APPENDIX

The attached tables demonstrate how the Overview and Scrutiny process at Hyndburn Borough Council has contributed to the Council's Priorities and its Priorities with Other Partners.

### KEY:

Corporate Priorities indicated in **purple** type

Other Priorities with Partners indicated in **green** type

Community Safety & Well-Being Overview & Scrutiny Committee - topics considered 2005-2006	Corporate Governance & Community Leadership	Community Safety	Housing & Environment	Economy & Employment	Culture & Leisure	Health & Social Care	Education & Lifelong Learning
Truancy – report of Lancashire County Council Education Welfare Service		✓					✓
High Hedges Legislation in the Hyndburn Borough		✓					
Presentation on Community Policing – Lancashire Constabulary		✓					
Community Cohesion Action Plan	✓						
Lancashire Partnership for Road Safety and Safety Cameras		✓					
The work of the Crimestoppers Organisation		✓					
Community Sentencing – Mainstreaming / Probation		✓					
Substance Misuse Presentation – Needle Exchange		✓				✓	

Community Safety & Well-Being Overview & Scrutiny Committee - topics considered 2005-2006 (continued)	Corporate Governance & Community Leadership	Community Safety	Housing & Environment	Economy & Employment	Culture & Leisure	Health & Social Care	Education & Lifelong Learning
Community Safety & Joint Working/Commissioning (& Partnership between Hyndburn & Blackburn with Darwen Borough Council's)	✓	✓					
Clean Neighbourhoods and Environment Act (CNEA)		✓	✓				
High Hedges – Anti-Social Behaviour Act 2003		✓					
Review of Safety of Trees in the Borough		✓	✓		✓		
Review of Grants to External Organisations' Funding Policy	✓						
Update report on Anti-Social Behaviour / Anti-Social Behaviour Orders & related issues in Hyndburn	✓	✓	✓	✓	✓		

Sustainable Communities Overview & Scrutiny Committee - topics considered 2005-2006	Corporate Governance & Community Leadership	Community Safety	Housing & Environment	Economy & Employment	Culture & Leisure	Health & Social Care	Education & Lifelong Learning
Living & Working in East Lancashire Report	✓	✓	✓	✓	✓	✓	✓
Presentation by Chief Executive of East Lancashire Hospitals NHS Trust						✓	
Annual report and presentation – Hyndburn & Ribble Valley PCT						✓	
Local Development Framework – Annual Monitoring Report				✓			
Report on Huncoat – Within Grove			✓				
Housing Market Renewal Services & the Partnership between Hyndburn & Blackburn with Darwen Borough Council's	✓		✓				
Presentation on the work being undertaken to reduce the Under 18 Conception Rate in Hyndburn						✓	

Sustainable Communities Overview & Scrutiny Committee topics considered 2005-2006 (continued)	Corporate Governance & Community Leadership	Community Safety	Housing & Environment	Economy & Employment	Culture & Leisure	Health & Social Care	Education & Lifelong Learning
Monitoring report on Neighbourhood Renewal Fund Schemes 2004-2006	✓	✓	✓	✓	✓	✓	✓
New Bus Station - Progress			✓				
Update on Broadway, Town Centre & Accrington Town Centre Strategy	✓			✓			
Licensing in the Private Rented Sector as introduced by the Housing Act 2004			✓				
East Lancashire Hospitals NHS Trust – Pre-Consultation (Clinical Services Review)	✓					✓	
Update report on Huncoat – Within Grove			✓				
East Lancashire Hospitals NHS Trust – Infection Control Team						✓	
Presentation on tourism & the East Lancashire countryside				✓	✓		
Update report on Eaves Brook Housing Association	✓	✓	✓	✓	✓		

Service Improvement Overview & Scrutiny Committee - topics considered 2005-2006	Corporate Governance & Community Leadership	Community Safety	Housing & Environment	Economy & Employment	Culture & Leisure	Health & Social Care	Education & Lifelong Learning
Update on the partnership between Hyndburn & Blackburn with Darwen Borough Council's	✓	✓	✓				
Council Tax & National Non-Domestic Rates performance 2004-2005	✓	✓	✓	✓	✓		
Lancashire Highways Partnership	✓						
Assessment of the impact of on Hyndburn Borough Council of the termination of the Lancashire Highway Partnership	✓						
Strategy for dealing with unauthorised encampments – update		✓	✓			✓	
Waste Services Improvement Action Plan			✓				
Monitoring of the Benefits Service – update	✓		✓	✓			
Renewal of Contract with CAPITA to provide revenues & benefits telephone service from November 2005	✓						

Service Improvement Overview & Scrutiny Committee - topics considered 2005-2006 (continued)	Corporate Governance & Community Leadership	Community Safety	Housing & Environment	Economy & Employment	Culture & Leisure	Health & Social Care	Education & Lifelong Learning
Joint Ventures				✓			
Economic Development & Regeneration - partnership between Hyndburn & Blackburn with Darwen Borough Council's				✓			
Local Strategic Partnership – Annual Review by Central Government		✓	✓	✓		✓	✓
Annual Efficiency Statement	✓	✓	✓	✓	✓		
Leisure Trust in Hyndburn – Progress Report		✓			✓		

Corporate Governance & Community Leadership	Community Safety	Housing & Environment	Economy & Employment	Culture & Leisure	Health & Social Care	Education & Lifelong Learning
Joint Meeting – Sustainable Communities & Community Safety & Well-Being Overview & Scrutiny Committee - topic considered 2005-2006						
Appointment of an Overview & Scrutiny Advisory Panel on “Affordability of Housing, levels of Housing Benefits, Poverty & Homelessness in Hyndburn”	✓	✓	✓		✓	
Joint Meeting of the three Overview & Scrutiny Committees - topic considered 2005-2006	Community Safety	Housing & Environment	Economy & Employment	Culture & Leisure	Health & Social Care	Education & Lifelong Learning
Budget Meeting	✓	✓	✓	✓		