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**Joint Chief Executive
Rob Barlow**

31 May 2023

TO MEMBERS OF THE CORPORATE AND COMMUNITY COMMITTEE

**NOTICE OF MEETING OF THE
OVERVIEW & SCRUTINY - CORPORATE & COMMUNITY COMMITTEE**

Dear Councillor

You are invited to attend a meeting of the
Overview & Scrutiny - Corporate & Community Committee on
Thursday, 8th June, 2023 at 6.30 pm
in the Committee Room, Municipal Buildings, West Street, Boston PE21 8QR

ROB BARLOW
Joint Chief Executive

Membership:

Chairman: Councillor Paul Gleeson
Vice Chairman: Councillor Suzanne Welberry
Councillors Jyothi Arayambath, Richard Austin BEM, Anton Dani,
Neil Drayton, Stuart Evans, Patsie Marson, Chris Mountain, Helen
Staples and Barrie Pierpoint

A G E N D A

PART I – PRELIMINARIES

A APOLOGIES

To receive apologies for absence and notification of substitutes (*if any*).

B MINUTES (Pages 1 - 4)

To sign and confirm the minutes of the last meeting.

C DECLARATION OF INTERESTS

To receive declarations of interests in respect of any item on the agenda.

D PUBLIC QUESTIONS

To answer any written questions received from members of the public no later than 5 p.m. two clear working days prior to the meeting – for this meeting the deadline is 5 p.m. on Monday 5 June 2023.

PART II - AGENDA ITEMS

- 1 JOINT SCRUTINY WORK BETWEEN PARTNERING COUNCILS IN THE SOUTH & EAST LINCOLNSHIRE COUNCILS PARTNERSHIP (SELCP) (Pages 5 - 16)

(A report by James Gilbert, Assistant Director – Corporate)

- 2 WORK PROGRAMME (Pages 17 - 18)

(For Members to note/discuss the Committee's current work programme)

Notes:

The person to contact about the agenda and documents for this meeting is Karen Rist, Democratic Services Officer, Municipal Buildings, Boston, Tel. no: 01205 314226 email: karen.rist@boston.gov.uk

Council Members who are not able to attend the meeting should notify Tel. no: 01205 314226 email: karen.rist@boston.gov.uk as soon as possible.

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OVERVIEW & SCRUTINY - CORPORATE & COMMUNITY COMMITTEE

16 March 2023

Present: Councillor Stephen Woodliffe (Chairman), Councillor Anton Dani (Vice-Chairman), Councillors Tom Ashton, David Brown, Frank Pickett, Yvonne Stevens, Peter Watson and Judy Welbourn

In attendance:

Officers –

Assistant Director - Assets, Assistant Director - Wellbeing and Community Leadership, Scrutiny, Safeguarding & Executive Support Assistant and Healthy Living Strategic Lead

49 APOLOGIES

Apologies for absence were tabled by Councillors Alan Bell and Judith Skinner.

50 MINUTES

The minutes of the previous two meetings were signed.

51 DECLARATION OF INTERESTS

None Tabled.

52 PUBLIC QUESTIONS

None Tabled.

53 DRAFT PARTNERSHIP SCRUTINY WORK PROGRAMME 23/24

The Scrutiny Officer presented the draft report to committee confirming it was tabled for members' notation of the scrutiny topics for the 23/24 which the new Council would take forward.

Members noted the report and acknowledged the work of the Joint Scrutiny and the outcomes achieved to date.

54 PROPOSED TRANSFER OF PROCUREMENT AND CONTRACT FUNCTION TO PSPS PROCUREMENT AND CONTRACT TEAM

Noting apologies for the Assistant Director – Finance who was scheduled to present the report, the Scrutiny and Procurement Officer, together with the Head of Procurement presented the report supported by the Portfolio Holder.

Committee were advised that the report sought their consideration of the proposed transfer of procurement and contract services into an alternative provider to supply a single streamlined approach to procurement across the Partnership.

Members were advised that each Council in the South & East Lincolnshire Councils Partnership currently operated a different model with regard to its procurement function. ELDC had a part time procurement officer and some ad-hoc external support.

BBC had an external support contract in place for larger procurement works through Kings Lynn and West Norfolk and SHDC had procurement support provided by Breckland Council. Coordinating the mixed approach was a part time procurement officer, seconded from ELDC initially, but working across the Partnership until 31st March 2023.

With the start of the Partnership, it became clear that a single solution for procurement would be needed – both in terms of the ability to deliver projects for all three councils using one process and in terms of the actual processes involved in procuring goods and services. In addition to the above, some Partner Councils had recently received audit recommendations to update policies and processes and to look to align with the rest of the S&ELCP. Whilst progress had already been made in these areas, a PSPS Procurement & Contracts service would be able to manage those processes together to deliver the required benefits.

In order to facilitate the transfer, there would be a termination of the current arrangements.

- ELDC – cancellation of ProContract as of 26th January 2023, plus ending of secondment of Procurement Officer as of 31st March 2023;
- SHDC – termination of contract with Breckland – mutually agreed for 31st March 2023;
- BBC – ending of agreement with KLWN – mutually agreed for 31st March 2023.

A business case had been received from PSPS which in summary stated that they would develop an in-house Procurement and Contracts service to deliver a single, aligned Procurement service to their 3 Client Councils as well as to PSPS; would ensure a more proactive and compliant procurement function; would support good governance with the expenditure of public funds; would seek efficiencies and alignment of expenditure; would provide best practice procurement advice and would actively support and deal with contract management.

PSPS had indicated that there would be the need for an initial one-off investment to enable implementation of the service, followed by further investment on a revenue basis. Those costs were already part of the budget provision for procurement in this year's budget papers. Full details can be found at **Appendix A** to the report.

PSPS had currently not factored in any savings target or income generation into their business case, however it was anticipated that the contract management function within the service was likely to identify and deliver savings through both alignment and joint procurement opportunities. This would be routinely monitored and reported accordingly.

The proposal was for PSPS to continue to deliver all the procurement and contract functions that currently exist within the 3 Councils, whilst adding new functions, to include developing and updating procurement policy, strategy, and plans; delivering value for money from procurement activity; managing and maintaining all Contract Registers, including monitoring review dates to ensure sufficient time is given to assess procurement options; providing spend analysis including looking to seek potential efficiencies through joint procurement activity, as well as challenging non-compliant spend; providing a detailed contract handover to 'Contract Managers' including a Contract Management Plan, as well as being on hand to actively support in the management of contracts, including reviewing performance, attending Contract Review meetings, and providing draft agendas for meetings and training, development, and support for staff including specification writing, tender development, evaluation, and contract management.

Following the formation of the South & East Lincolnshire Councils Partnership (S&ELCP), the service that PSPS were proposing would allow for a consistent and aligned approach to Procurement and Contracts across PSPS and the 3 client Councils and dispense with the current unaligned external arrangements, who were at capacity in terms of their ability to deliver a greater service. It was envisaged that efficiencies will be delivered by the new Procurement & Contracts service through effective contract management, analysing spend data across PSPS and the client Councils to seek joint-procurement opportunities, and working in a proactive manner to add value throughout the procurement process. This will deliver value for money and future savings.

Significant committee deliberation followed the key points which included the following key comments tabled by a number of committee members:

Whilst recognising the benefits of aligning the function of procurement across the partnership, committee members voiced significant concerns at the lack of information and in particular the lack of financial comparative data, on the figures tabled within the report, to enable them to agree the current proposal. Members stated there was not sufficient data to make an informed decision.

Concerns were also tabled at the apparent lack of any tendering for the function of procurement with PSPS being given an automatic 'shoe-in' of the contract and that the report appeared to be a 'done deal', despite significant concerns by many members about PSPS's track record to date in respect of other services provided, including on-going issues of not producing reports on time and also serious on-going I.T issues.

RECOMMENDED:

That the Corporate and Community committee defer the report to the next scheduled meeting of the committee to allow the report to be presented by the report author, and to ensure a more detailed comparison of the figures currently provided to provide a full breakdown of all costs to allow the committee to make an informed decision'.

55 LINCOLNSHIRE DISTRICT COUNCIL'S HEALTH AND WELLBEING STRATEGY

The Service Manager for Healthy Living present a summary of the Lincolnshire District Councils' Health and Wellbeing Strategy confirming that the Lincolnshire district councils were committed to developing an ambitious agenda for improving health and wellbeing in Lincolnshire and in order to achieve that they were focusing on; a strategic, long-term approach to improving outcomes; a sense of opportunity and ambition, district collaboration; a holistic view based on social determinants and developing system leadership

The 2021 Health and Care White Paper and establishment via the NHS of Integrated Care Systems (ICS) underlined the vital importance of health and care partners working together to focus on prevention and addressing the wider determinants of health. Districts had a timely opportunity to directly influence and shape the system approach to tackling wider determinants of health, ensuring services and functions are effectively linked at place and system level to deliver on district priorities.

The Integrated Care Systems were being designed to serve four key purposes: improving population health and healthcare; tackling unequal outcomes and access; enhancing productivity and value for money and helping the NHS to support broader social and economic development

Districts had sought to address central questions around employment and jobs, place shaping, active and creative places, homelessness and participation in developing the strategy.

The programme of work has been structured in four phases; Diagnostic: benchmarking, governance mapping and system health check; Governance development: focus on most impactful interventions to ensure district involvement in strategic decision making; Development of district health and wellbeing agenda and identification of key next steps and supporting action plan.

Districts had developed the strategy around five 'lever' areas in which they were uniquely positioned in the system to influence and could most effectively articulate their offer and work with partners to deliver sustainable change. The five levers being Housing and homelessness, activity and wellbeing, environment and climate; economic inclusion and working with Communities.

Committee deliberation followed which included:

Members voiced their appreciation of the quality of the presentation received and stated they felt reassured by the data therein. Concerns noted the ongoing issues of getting a GP appointment within the Borough with recognition of the national shortage of GP's and in particular in Lincolnshire. Further comments agreed the need for school age children to be taught basic cookery skills enabling them to cook from scratch with fresh products to mitigate the ongoing crisis in obesity due to continual use of takeaway and fast food stuffs. Increased activity across all generations was also noted as a key way forward in addressing physical and mental health benefits. Shine Lincolnshire was also recognised for its support within communities.

Members noted the ongoing work of the community's team.

56 WORK PROGRAMME

There were no items to carry over to the new municipal year.

The Meeting Closed at 9.00 pm



REPORT TO:	Corporate & Community Committee
DATE:	8 June 2023
SUBJECT:	Proposed joint scrutiny activity for 23/24 for the South & East Lincolnshire Councils Partnership (S&ELCP)
PURPOSE:	To approve the scoping documents for the proposed joint scrutiny topics for 23/24; and to agree the appointment of three Members to each of those Joint Task and Finish Groups.
KEY DECISION:	No
PORTFOLIO HOLDER:	Anne Dorrian, Leader of the Council
REPORT OF:	James Gilbert, Assistant Director - Corporate
REPORT AUTHOR:	Rebecca James, Scrutiny & Policy Officer
WARD(S) AFFECTED:	None
EXEMPT REPORT?	No

SUMMARY

This report outlines the proposed joint scrutiny topics for the Partnership for 23/34 and the establishment of a Joint Task and Finish Group for each topic.

The topics included have previously been considered by scrutiny committees at each Council, but this report brings forward more detail on each topic and requests appointments to the Joint Task Groups.

Appendix A provides an overview of the proposed Partnership scrutiny work plan.

RECOMMENDATIONS

- a) That the topics and associated scopes, as set out at **Appendices B - C**, be agreed, with each Task and Finish Group authorised to review the scopes and determine the detailed lines of enquiry and witnesses.
- b) That the Committee agrees to appoint three Members to each of the proposed Task and Finish Groups identified in **Appendices B and C**.

REASONS FOR RECOMMENDATIONS

A co-ordinated approach to matters of common strategic interest is a significant benefit to the S&ELCP and its constituent councils.

The proposed topics for scrutiny were considered by scrutiny committees prior to the local elections and are being presented again for Member consideration, alongside the need to appoint to the Joint Task and Finish Groups.

The ability to jointly scrutinise is important in shaping Partnership policy.

OTHER OPTIONS CONSIDERED

Do nothing: not recommended – this approach would not support the development of joint policy or enable the Councils to collectively scrutinise issues of common interest.

1. BACKGROUND

- 1.1 In establishing the South & East Lincolnshire Councils Partnership, Members of each of the partnership councils recognised that matters of common strategic interest would benefit from a co-ordinated partnership approach to scrutiny.
- 1.2 The establishment of the joint scrutiny framework, to consider matters in depth from a Partnership perspective, has resulted in the development of Policy; as well as enabling the Partnership to collectively explore issues facing the sub-region (such as transportation).
- 1.3 At the end of the last municipal year, scrutiny committees across all 3 Councils considered a list of potential scrutiny items for the 23/24 year (**Appendix A**). The topics identified for scrutiny were Health and Wellbeing, Housing, and Enviro Crime, with Public Transport scrutiny continuing from 2022/23. The proposed scopes for the new topics relevant to this committee are set out at **Appendices B - C**. It is proposed that the Health & Wellbeing Task and Finish Group be the first to commence its work, with the Public Transport group also reconvening once additional Members have been appointed.

2. PROPOSAL

- 2.1 The agreed approach is that each Council's relevant scrutiny committee should appoint up to three Members to a Joint Task and Finish Group for any given topic. Each agreed topic will have its own Joint Task and Finish Group.
- 2.2 The 'parent' scrutiny committees will agree the broad remit of the Joint Task and Finish Groups, but each Group will have a delegation to determine the detailed lines of enquiry/witnesses. A Lead Officer will be appointed by the relevant Deputy Chief Executive, and that Lead Officer will support the Group and will prepare any final report with the Group.
- 2.3 Final reports will be submitted to each council's parent scrutiny committee for final review and subsequent recommendation on to the relevant decision-making person/body, as appropriate.

2.4 It should be noted that two of the councils have more than one 'parent' scrutiny committee. The approval of topics and the appointment of Members to Joint Task and Finish Groups will be determined by the parent committee whose terms of reference most closely reflect the topic in question – but with the overarching aim of equal distribution of topics between those parent committees as far as practicable.

3. CONCLUSION

3.1 This report seeks approval of the establishment of Joint Task and Finish Groups; the topics for Joint Scrutiny and agreement to appoint 3 members to each of those groups.

4. EXPECTED BENEFITS TO THE PARTNERSHIP

4.1 Collaborative working on areas of strategic importance.

5. IMPLICATIONS

5.1 SOUTH AND EAST LINCOLNSHIRE COUNCIL'S PARTNERSHIP

5.1.1 The approach proposed in this report fully supports the strategic objectives of the S&ELCP.

5.2 CORPORATE PRIORITIES

5.2.1 Joint Task and Finish Groups will be established to address joint strategic objectives of the S&ELCP.

5.3 STAFFING

5.3.1 There will be some additional meetings which will have an impact on Officer and Member time. However, in light of feedback from previous scrutiny chairs, the number of Joint Task and Finish groups is at present limited to a maximum of four per year.

5.4 CONSTITUTIONAL AND LEGAL IMPLICATIONS

5.4.1 All recommendations arising from Joint Task and Finish Groups will be reported to each sovereign council's parent scrutiny committee. If supported, those recommendations will then be considered by the relevant decision-maker for each sovereign council. As such, the process is legally and constitutionally sound.

5.5 DATA PROTECTION

5.5.1 It is likely that most of the work of Joint Task and Finish Groups will not involve the use of personal data. However, should personal data be processed, each of the councils have appropriate technical and organisational measures in place to protect the same. There are also suitable protocols in place between the councils.

5.6 FINANCIAL

5.6.1 There are unlikely to be any significant financial implications. There may be a small additional cost in terms of the cost of travel and venue hire (if required).

5.7 RISK MANAGEMENT

5.7.1 None at this stage.

5.8 STAKEHOLDER / CONSULTATION / TIMESCALES

5.8.1 The Partnership Scrutiny Work Programme was developed and agreed in consultation with scrutiny committees across the partnership.

5.9 REPUTATION

5.9.1 Successful delivery of joint scrutiny, which leads to improved strategic outcomes, will be important to the reputation of the S&ELCP.

5.10 CONTRACTS

5.10.1 None at this stage.

5.11 CRIME AND DISORDER

5.11.1 None at this stage.

5.12 EQUALITY AND DIVERSITY/ HUMAN RIGHTS/ SAFEGUARDING

5.12.1 None at this stage.

5.13 HEALTH AND WELL BEING

5.13.1 None at this stage.

5.14 CLIMATE CHANGE AND ENVIRONMENTAL IMPLICATIONS

5.14.1 None at this stage – although the outcome of scrutinising various topics has the potential to impact positively on climate change and environmental matters.

6. ACRONYMS

6.1 S&ELCP South and East Lincolnshire Councils Partnership

APPENDICES

Appendices are listed below and attached to the back of the report: -

APPENDIX A	23/34 draft work programme
APPENDIX B	Health and Wellbeing Action Plan
APPENDIX C	Partnership Housing Strategy

BACKGROUND PAPERS

No background papers as defined in Section 100D of the Local Government Act 1972 were used in the production of this report.

CHRONOLOGICAL HISTORY OF THIS REPORT

A report on this item has not been previously considered by a Council body

REPORT APPROVAL	
Report author:	Rebecca James - Scrutiny and Policy Officer
Signed off by:	James Gilbert - Assistant Director - Corporate
Approved for publication:	Councillor Anne Dorrian - Leader of the Council

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Agreed Partnership Scrutiny Work Programme 23/24

Detailed Scoping Documents will come forward to each relevant committee prior to membership of Task and Finish Groups being agreed.

Topic	Portfolio Holders	CX / DCX	Assistant Director	Possible start date & timeline
Public Transport (<i>Review bus/train provision, the challenges and opportunities, access to education/employment/tourism</i>) TOPIC STARTED IN MAY 2022 & TO BE CONTINUED	SHDC – BBC – ELDC –	Michelle Sacks	Matthew Hogan	Started May 2022, to continue post-election July 2023 onwards
Housing Strategy (<i>Developing a Housing Strategy across the Partnership including impact on decisions around housing list prioritisation</i>) TOPIC CARRIED OVER FROM 22/23 WORK PROGRAMME	SHDC – BBC – ELDC –	John Leach	Emily Spicer	January – March 2024
Health & Wellbeing Action Plan (sub-region) (<i>Review the Health and Wellbeing offering across the council's currently. Develop a Health & Wellbeing Strategy across the Partnership and through the Healthy Living Board to address health inequalities and linking to the wider determinants of health</i>) TOPIC CARRIED OVER FROM 22/23 WORK PROGRAMME	SHDC – BBC – ELDC –	John Leach	Emily Spicer and Phil Perry	July – September 2023
Enviro Crime Enforcement Contract <i>to review the operation and to look at performance and the benefits being delivered/achieved.</i> NEW TOPIC SUGGESTION FOR 23/24 WORK PROGRAMME	SHDC – BBC – ELDC –	John Leach	Christian Allen	October – December 2023
Annual Scrutiny of the Partnership <i>The approved business case demonstrated a number of opportunities for the South and East Lincolnshire Councils Partnership. Progress on these identified opportunities form the basis of this annual joint scrutiny of the Partnership.</i> ANNUAL JOINT SCRUTINY TOPIC – ALREADY AGREED	SHDC – Cllr N. Worth BBC – Cllr A. Dorrian ELDC – Cllr C. Leyland	Robert Barlow	James Gilbert	September 2023 2 months

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**JOINT SCRUTINY TASK & FINISH GROUP
Project Scoping Template**

Topic: Healthy Living Action Plan

Objectives and Key Issues:

There is a need to review the Health and Wellbeing offer across the sub-region.

A single aligned Health & Wellbeing Strategy and accompanying action plan has been developed for the sub region, and through the SELCP Healthy Living Board, this will assist in prioritising activities to address health inequalities and the wider determinants of health.

Lines of Enquiry:

- Review the Health and Wellbeing offer across the sub-region currently, including any existing strategies and policies;
- Research data on health inequalities in the sub-region, including links to the wider determinants of health;
- To investigate offerings in areas with similar issues of health inequality and deprivation to see what best practice we can learn from

Standard Areas to Consider

Relationship with Annual Delivery Plans:

Financial Implications:

Witnesses

Internal: Portfolio Holders for each Partner Council

External: Healthy Living Board

Resources

Liaison Officer: Roxanne Warrick

Required officer expertise: Phil Perry and Emily Spicer

Timescale

Start date: July 2023

End date: September 2023

Target ELDC Overview Committee Meeting: TBC

Target BBC Overview & Scrutiny Meeting: TBC C&C

Target SHDC scrutiny Committee Meeting: TBC PDP



JOINT SCRUTINY TASK & FINISH GROUP Project Scoping Template

Topic: Partnership Housing Standards Strategy

Objectives and Key Issues:

Currently, each of the 3 Partnership Councils have their own policies and guidance around Private Sector housing issues. There is the potential to develop a single aligned strategy across the Partnership. This would include providing clear and consistent messages for landlords and consistency for reporting and enforcement action.

Lines of Enquiry:

- Review of current Housing Standards Strategies/Policies at each of the partner Councils;
- What best practice needs to be included in the joint Housing Standards Strategy;
- How will a joint Strategy impact on decisions around reporting and enforcement;
- How can we ensure the Strategy meets the needs of diverse communities across the Partnership;

Standard Areas to Consider

Relationship with Annual Delivery Plans: See Communities Directorate for details

Financial Implications:

Witnesses

Internal: Portfolio Holder for each partner Council

External: Housing providers (platform etc), Landlords

Resources

Liaison Officer: Emily Spicer (John Leach)

Required officer expertise: Housing Officers across the S&ELCP

Timescale

Start date: January 2024

End date: March 2024

Target ELDC Overview Committee Meeting: TBC

Target BBC Overview & Scrutiny Meeting: TBC C&C

Target SHDC scrutiny Committee Meeting: TBC PDP

CORPORATE AND COMMUNITY COMMITTEE – WORK PROGRAMME 2023/24

MEETING	AGENDA ITEMS	PRESENTED OR FACILITATED BY	PORTFOLIO HOLDER (PFH)
8 June 2023	<ul style="list-style-type: none"> • Joint Scrutiny work between partner councils in the South & East Lincolnshire Councils Partnership' • Work Programme 	AD. Corporate Lead Officer	Leader
20 July 2023	<ul style="list-style-type: none"> • Adoption of New Procurement Strategy 	Martin Gibbs	
21 Sept 2023			
9 Nov 2023			
1 Feb 2023			
21 March 2023			

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