

Policy and Scrutiny

Open Report on behalf of Richard Wills, the Director responsible for Democratic Services

Report to:	Overview and Scrutiny Management Board
Date:	30 November 2017
Subject:	Scrutiny Panels – Approval of Terms of Reference of Scrutiny Reviews

Summary:

In accordance with the County Council's constitution, the Overview and Scrutiny Management Board is invited to endorse the terms of reference of the two reviews currently being undertaken by two scrutiny panels, together with the review completion dates.

Actions Required:

The Board is invited: -

- (1) To endorse the terms of reference and completion date of the review of *Future IT Provision to Support Council Working Practices* (Scrutiny Panel A), as set out in Appendix A to this report.
- (2) To endorse the terms of reference and completion date of the review of the *Impact of the Part Night Street Lighting Policy* (Scrutiny Panel B), as set out in Appendix B of this report.

1. Background

Background

On 27 July 2017, the Overview and Scrutiny Management Board approved two scrutiny reviews, to be undertaken by Scrutiny Panel A and Scrutiny Panel B:

- Future IT Provision to Support Council Working Practices – Scrutiny Panel A.
- Impact of the Part Night Street Lighting Policy – Scrutiny Panel B

Since 27 July 2017, the membership of each scrutiny panel has been confirmed; discussions involving the respective chairmen and key participants have taken place to provide detail on the direction of each review; and initial meetings of each panel have taken place.

It is a requirement of Article 6.10 of the County Council's Constitution that the Overview and Scrutiny Management Board endorses the 'terms of reference and timetable' for each scrutiny review. This report sets out the terms of reference for two scrutiny reviews, derived from the relevant sections of the scoping document. The matters which are due to be excluded from each review are also set out. The report also sets out the proposed completion date for each review.

Scrutiny Panel A - Future IT Provision to Support Council Working Practices

The proposed terms of reference and completion date for the review of *Future IT Provision to Support Council Working Practices* are set out in Appendix A to this report.

For the purposes of this review, the membership of Scrutiny Panel A comprises Councillors Jackie Brockway (Chairman), Sarah Dodds (Vice Chairman), Bill Aron, Matthew Boles, Mrs Paula Cooper, Stephen Roe, Hilton Spratt and Mark Whittington.

Scrutiny Panel B - Impact of the Part Night Street Lighting Policy

The proposed terms of reference and completion date for the review of the *Impact of the Part Night Street Lighting Policy* are set out in Appendix B to this report.

For the purposes of this review, the membership of Scrutiny Panel B comprises Councillors Mrs Angela Newton (Chairman), Stephen Kirk (Vice-Chairman), Daniel McNally, Robin Renshaw, Paul Skinner, Adam Stokes, Mark Storer and Mrs Rosemary Trollope-Bellew.

Review Reports and Recommendations

Once each scrutiny panel has completed each review, a draft report including recommendations will be submitted to this Board for approval. Once the report is approved the report including recommendations will be submitted to the Executive, for the Executive to consider and make a response.

2. Conclusion

In accordance with Article 6.10 of the County Council's constitution, the Overview and Scrutiny Management Board is invited to endorse the terms of reference and completion dates for the reviews currently being undertaken by the two scrutiny panels.

3. Consultation

In order to develop the terms of reference of each review, consultation has taken place during the initial stages with the two scrutiny panel chairmen, the relevant Executive Councillor and the lead officers. Each review falls under the aegis of the Executive Councillor for Highways, Transport and IT.

4. Appendices

These are listed below and attached at the back of the report	
Appendix A	Scrutiny Panel A - Future IT Provision to Support Council Working Practices – Terms of Reference and Completion Date
Appendix B	Scrutiny Panel B - Impact of the Part Night Street Lighting Policy - Terms of Reference and Completion Date

5. Background Papers

No background papers within Section 100D of the Local Government Act 1972 were used in the preparation of this report.

This report was written by Simon Evans, Health Scrutiny Officer, who can be contacted on 01522 552164 or by e-mail at Simon.Evans@lincolnshire.gov.uk

**Scrutiny Panel A
Future IT Provision to Support Council Working Practices**

Terms of Reference

This review will look at how the Council's future IT provision can support the Council's working practices and provide value for money.

The review will have particular reference on the potential for developing IT provision for councillors and staff, so that improvements are made to services received by members of the public.

The review will also consider ways that in the future the use of IT can be maximised; what opportunities are available to communicate better; and the potential costs involved.

The review will have the following main lines of enquiry: -

- How an IT strategy can enable staff working outside council offices can improve their working practices.
- Exploring how an IT strategy might enable 'channel-shift'.
- Exploring how an IT strategy might enable and improve partnership working – how this can be done safely and effectively.

Exclusions from Review

In accordance with the principle of avoiding duplication, Scrutiny Panel A will not consider any matters which are regularly considered by the Overview and Scrutiny Management Board and the Audit Committee. Therefore the review will exclude explicit consideration of the following:

- (1) Any matters relating to the arrangements for the corporate services support contract, at any time, including the award of the existing contract, the performance of the existing contractor, including the contractor's performance against key performance indicators.
- (2) Any matters relating to IT provision as part of previous corporate services support contracts.

Completion Date

31 May 2018.

Scrutiny Panel B
Impact of the Part Night Street Lighting Policy

Terms of Reference of the Review

This review will consider the impact of the change in the Street Lighting Policy to turn street lights off in certain areas at midnight. The review will consider a number of different areas where there may have been an impact, either positive or negative, as a result of this change and make recommendations based on its findings where any improvements could be made.

1. To consider key national and local documents and guidance in relation to the Part Night Street Lighting Policy.
2. To examine the impact of switching off street lights at midnight on different areas such as on the environment; crime rates; fears about safety and crime; emergency services; health and public health services.
3. To consider data and substantiated evidence, such as crime rate figures, accident data, complaint figures, and exemption requests, regarding the impact of the Part Night Street Lighting Policy.
4. To consider the wider economic impact of Part Night Street Lighting on business, including the impact on the night time economy.
5. To invite the views of members of the public, County Councillors, district councils and parish/town councils regarding the perceived impact on crime rates, and fears of crime and safety.
6. To conduct comparisons with other Local Authorities who have also changed their street lighting policy to incorporate part night lighting.
7. To investigate potential savings or cost implications arising from any proposed changes to the Part Night Street Lighting Policy within the allocated budget.

This review will seek to ensure that the Council's new Street Light Policy in relation to part night lighting is being managed to minimise the adverse impact on the communities in Lincolnshire affected by the changes.

Exclusions from Review

This review is examining the impact of the Part Night Street Lighting Policy and all other elements of the Street Lighting Policy are excluded from the review.

Completion Date

April 2018

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