

**REPORT TO: CITY COUNCIL – 22ND FEBRUARY, 2016**

**REPORT ON: COMMITTEE STRUCTURES**

**REPORT BY: CHIEF EXECUTIVE**

**REPORT NO: 73-2016**

## **1.0 PURPOSE OF REPORT**

1.1 The purpose of this Report is to review the Council's Committee structures in light of Health and Social Care Integration and the revised service delivery and service management arrangements within the Council which were approved by the Policy and Resources Committee on 8th June, 2015.

## **2.0 RECOMMENDATIONS**

2.1 It is recommended that when the Dundee City Integration Joint Board becomes fully operational the current Education and Social Work and Health Committees are replaced by a Children and Families Services Committee and that scrutiny of Integrated Health and Social Care is carried out by the Policy and Resources Committee. It is also recommended that the Environment Committee, Housing Committee, and Policy and Resources Committee (Police, Fire and Community Safety) should be reorganised into two new Committees – the Community Safety and Public Protection Committee and the Neighbourhood Services Committee. Finally, it is recommended that the Head of Democratic and Legal Services should be remitted to make appropriate amendments to Standing Orders, including the Order of Reference and the Scheme of Delegation of Powers to Officers.

## **3.0 FINANCIAL IMPLICATIONS**

3.1 All changes will be contained within existing Revenue Budgets.

## **4.0 BACKGROUND**

4.1 As Members will recall, revised service delivery and service management arrangements within the Council were approved by the Policy and Resources Committee on 8th June, 2015 (Report No 216-2015, Article III refers). The creation of the new Children and Families Service is designed to improve the integration of services for children, young people and families. In particular Children's Social Work and Community Justice Services have been integrated, the Chief Social Work Officer is now part of the Children and Families Services Senior Management Team and there are no longer freestanding Education and Social Work Departments. Children and Families Services are very important for the Council and the early implementation of the revised service structure was therefore a matter of priority for Officers.

4.2 Members have also been updated on how arrangements for the Integration of Health and Social Care are progressing in Report No 442-2015 by the Head of Service, Strategy, Integration, Performance and Support Services (Article IX, Policy and Resources Committee 7th December, 2015 refers). The Council is working effectively with the NHS, Communities and the Voluntary Sector to share resources, budgets and decision making processes in relation to Health and Adult Social Care Services and the Chief Officer of the Dundee City Integration Joint Board is an integral member of the City Council's Management Team. As noted in Report No 442-2015 the Integration Joint Board must be fully operational by the due date of 1st April, 2016.

4.3 It is believed that it would be beneficial for the Council's Committee Structure to be aligned with the Council's service delivery and service management arrangements as it is anticipated that integrated political and managerial arrangements will improve the Council's performance, both in terms of policy making and in terms of delivering services in Dundee. It is therefore proposed that the Education and Social Work and Health Committees should be integrated

when the Dundee City Integration Joint Board becomes fully operational and that the Head of Democratic and Legal Services should be remitted to make appropriate amendments to Standing Orders, including the Order of Reference and the Scheme of Delegation of Powers to Officers.

- 4.4 As Members will be aware the Education Committee currently includes Church, Teacher, Parent and Pupil Representatives. It is proposed that their membership of the new Committee should continue. In order for this to be accommodated the Agenda for future meetings of the Committee would be divided into two – Education related matters where Church, Teacher, Parent and Pupil Representatives may speak and/or vote as appropriate and Social Work matters where they may not speak and/or vote.
- 4.5 It is proposed that decisions affecting non-teaching staff in schools should, like all other non-teaching staff in other Council services, fall within the Order of Reference to the Policy and Resources Committee, rather than the Children and Families Services Committee, to ensure that such matters are dealt with on an integrated and consistent basis across all Council services.
- 4.6 Reference is also made to Article VII of the Minute of Meeting of the Policy and Resources Committee on 27th October, 2014 when the Committee agreed, amongst other things, to note that the Chief Executive would report back to the Committee with proposals for appropriate scrutiny arrangements in relation to the work of the Integration Authority for Dundee. (Report No 416-2014 refers).
- 4.7 The Accounts Commission in their Report “Health and Social Care Integration” published in December 2015 emphasised the need to:-
- “establish effective scrutiny arrangements to ensure that Councillors and NHS Non-Executives, who are not members of the Integration Joint Board, are kept fully informed of the impact of integration for people who use health and care services.” (Part 4, Recommendations).
- and
- “There is also a need for regular reporting to partner organisations. This is particularly important where most members of the Local Council or NHS Board are not directly involved in the Integration Joint Boards work ... those not directly involved need to be kept informed on how the budgets provided to the Integration Joint Board have been used and their effectiveness in improving outcomes for local people.” (Paragraph 71).
- 4.8 Before considering what scrutiny arrangements would be appropriate it is important to understand the interrelationship between Councils, NHS Boards and Integration Joint Boards.
- 4.9 Integration Joint Boards set out how they will deliver services in their strategic plans which they develop through strategic planning groups. The relevant legislation allows NHS Boards and Councils jointly to ask Integration Joint Boards to change their strategic plans only if they think it hinders their work in achieving the national health and wellbeing outcomes. As such, NHS Boards and Councils cannot individually veto an Integration Joint Board decision. However, Integration Joint Boards are not fully independent of NHS Boards and Councils which can influence them through the following:-
- Membership of Integration Joint Boards – Chairs, Vice-Chairs and Voting Members are all nominated by NHS Boards and Councils.
  - The approval process to agree future budgets – Guidance issued by the Scottish Government’s Integrated Resources Advisory Group (IRAG) suggests that for future years each Integration Joint Board develops a business case and budget request and submits these to the NHS Board and Council to consider.
  - Control of Integration Schemes – NHS Boards and Councils can decide to resubmit their integration schemes, changing the terms under which the Integration Joint Board operates, or replacing it with a lead agency approach.
- 4.10 The spheres of responsibility of Councils, NHS Boards and Integration Joint Boards can therefore be summarised in the following way

- Integration Joint Boards are responsible for planning and commissioning services
  - Integration Joint Boards are responsible for operational governance and oversight of integrated services and through the Chief Officer are responsible for the operational management of integrated services, excluding delegated acute services.
- 4.11 So far as Council scrutiny is concerned, it should monitor the Integration Joint Board's progress in integrating services and in delivering those services through receiving information on the operational performance of those services..
- 4.12 It is proposed that the responsibility for scrutiny of the Integration Joint Board's functions and also the Council's functions in delivering services commissioned by the Integration Joint Board should be added to the remit of the Policy and Resources Committee. This arrangement will allow all Members to have the opportunity to monitor and scrutinise performance. The Integration Joint Board Chief Officer and responsible Officers as appropriate would attend the Committee to present Reports and answer questions from Elected Members on the Integration Joint Board's and the Council's performance. Again, it is proposed that this should take place when the Dundee City Integration Joint Board becomes fully operational and that the Head of Democratic and Legal Services should be remitted to make appropriate amendments to Standing Orders, including the Order of Reference and the Scheme of Delegation of Powers to Officers.
- 4.13 As Elected Members will be aware Neighbourhood Services was formed on 1st January, 2016 and there are no longer freestanding Environment and Housing Departments. In order to align the Council's Committee Structure with its service delivery and service management arrangements, it is also proposed that the Environment Committee, Housing Committee, and Policy and Resources Committee (Police, Fire and Community Safety) should be reorganised into two new Committees – the Community Safety and Public Protection Committee and the Neighbourhood Services Committee.

The Order of Reference to each Committee would be:-

Community Safety and Public Protection Committee

- Consideration of the Local Policing Plan and scrutiny of Police performance reports.
- Consideration of the Local Fire and Rescue Plan and scrutiny of Fire and Rescue Service performance reports.
- Policy and strategies for Criminal Justice, Community Justice and Community Safety.
- To monitor the development and delivery of the Dundee Community Safety Partnership Strategy and Action Plan.

(all from the current Order of Reference to the Policy & Resources Committee).

- Policies and strategies relating to the public health of the City, including; control of epidemic, endemic and infectious diseases; delivery of official controls for food safety and food standards; health and safety in relation to local authority regulated premises; protection of the community by abatement of pollution, in all its forms, including atmospheric pollution, contaminated land; poor sanitation and waste storage; inadequate ventilation; noise control; smoking prohibition; alcohol licensing; animal and pest control; port health; aspects of anti-social behavior; local air quality management and any other aspects of environmental health as it relates to the Council.
- Policies and strategies in relation to trading standards and consumer protection including weights and measures; product safety; consumer credit ; age-restricted sales ; tobacco control; agriculture and animal health; storage of petrol; storage of pyrotechnics and any other aspects of trading standards as it relates to the Council.

(These functions currently fall within the Order of Reference to the Environment Committee)

Neighbourhood Services Committee

- Local Housing Strategy and Strategic Housing Investment Plan.
- Policies and Strategies on Housing Services.
- Rent setting.
- Housing Management, Homeless Services, Sheltered Housing Services.
- Consideration of Housing tender reports insofar as it is not delegated to officers in terms of the Tender Procedures.
- Working with other organisations in the public and private sectors to ensure quality and choice of housing throughout the City.

(all from the current Order of Reference to the Housing Committee).

- Policies and strategies on refuse collection and waste disposal and waste regulation; street cleaning; removal of abandoned vehicles; recycling; public conveniences.
- Strategies on waste and sustainability.
- Policies and strategies for the management and maintenance of parks, children's play areas, playing fields, landscaped areas, cemeteries and all other areas of open space, including the development of asset management strategies for these areas.
- Environmental Strategies including Open Space and Allotment strategies.
- Functions under Part I of the Land Reform (Scotland) Act 2003 and Nature Conservation.
- The Foreshore, Broughty Ferry Beach and Harbour.
- Policies and strategies for Bereavement Services.
- Policies and strategies for community facilities in parks and outdoor events.

(all from the current Order of Reference to the Environment Committee).

- Policy and strategies for community learning and development opportunities for adults and young people.
- Policy and strategies for Community Regeneration, Adult Literacy, Outdoor Learning
- Policy and strategies for Voluntary and Community Organisations
- Local Community Plans and strategies for community engagement.
- Schemes for the Establishment of Community Councils/Community Representative Structures.
- Policy and Strategies for Sport, Physical Activity, Health and Wellbeing.

(all from the current Order of Reference to the Policy and Resources Committee).

- 4.14 The Policy and Resources Committee would continue in its current form, subject to the changes to its Order of Reference noted in paragraph 4.13 above.

- 4.15 If these proposals are agreed the Committees of the Council and the cycle of meetings would be as follows:-

2nd Monday	Community Safety and Public Protection Committee Neighbourhood Services Committee Policy and Resources Committee
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In addition, the City Council would meet on this night as it does at present.

3rd Monday	Development Management Committee
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4th Monday	Children and Families Services Committee City Development Committee
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## **5.0 POLICY IMPLICATIONS**

- 5.1 This Report has been screened for any policy implications in respect of Sustainability, Strategic Environmental Assessment, Anti-Poverty, Equality Impact Assessment and Risk Management. There are no major issues.

## **6.0 CONSULTATIONS**

- 6.1 The Executive Director of Corporate Services, the Executive Director of Children and Families Service, the Chief Officer, Dundee City Integration Joint Board and the Executive Director of Neighbourhood Services have been consulted in the preparation of this Report.

## **7.0 BACKGROUND PAPERS**

- 7.1 Health and Social Care Integration – The Accounts Commission, December 2015.

David R Martin, Chief Executive

DATE: 12th February, 2016