

OVERVIEW AND SCRUTINY BOARD

19th April 2012

ELECTORAL REVIEW: COUNCIL SIZE

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PURPOSE OF THE REPORT

1. To seek Members' views on the overall size of the Council as required by the Local Government Boundary Commission in respect of the forthcoming Electoral Review.

BACKGROUND

- 2 As Members are aware, the Boundary Commission is undertaking an Electoral Review of Middlesbrough Council. The first significant requirement is for the Council to prepare a submission to the Commission on the overall size of the Council – that is the number of elected Members that the Council requires to properly undertake its legal duties and democratic responsibilities; to enable a high standard of governance; and to ensure effective and convenient local government.
- 3 Information has been received from the Commission by way of two presentations – one to the Mayor and Group Leaders on 12 January 2012, the other to full Council on 22 February 2012 – and by way of a seminar held on 28 February 2012 which was run by the Commission for councils about to be reviewed.
- 4 The draft report appended as Attachment 1 has been prepared taking into account the points made by the Commission at the above briefings / seminar, and taking into account comments made by the Mayor and Members during various discussions on the Review. It is intended to form the basis of the Council's submission to the Electoral Commission in respect of Council size.

RECOMMENDATIONS

- 5 Members views are sought on the attached paper, and in respect of the overall size of the Council that should be recommended to the Commission.

Contact Officer:

Chris Davies

Members' Office Manager 12 April 2012

DRAFT**Submission to the Local Government Boundary Commission:****Assessing the required size of the Council in Middlesbrough****Executive Summary**

- i Councillors fulfil a number of different roles, both in their work in the community and in the business of the Council.
- ii Middlesbrough is an area of significant disadvantage, ranking as the second most deprived area in England, and has far greater than average number of adults with literacy and numeracy problems.
- iii In general, Middlesbrough Councillors undertake a significant amount of work in the community, representing their constituents, acting as a two-way communication between the Council and their communities, engaging in casework, attending ward surgeries and community meetings, and serving on a wide range of outside bodies and organisations.
- iv The elected Mayor has an Executive comprising himself plus seven Executive Members. This is to be reviewed with a view to reducing the number of Members on the Executive to six.
- v The Executive will meet as a body 13 times during the current Municipal Year. Additionally, there will be an estimated further 42 'Single Member' decision meetings where an Executive Member makes a delegated decision in public.
- vi Scrutiny comprises an Overview & Scrutiny Board plus 6 topic based Scrutiny Panels. Scrutiny committees take evidence from a wide range of people and report to the Executive on policy development and review, service reviews and service development. It is estimated that there will be a total 84 Scrutiny committee meetings during the current year. The Mayor has asked that Scrutiny functions be reviewed during the forthcoming year.
- vii It is submitted that a total of approximately 120 seats on major Council committees will be required to ensure that there are sufficient Councillors to properly undertake the business of the Council. Working on the principle that it is reasonable for each Member to serve on three Committees, this would result in a requirement for a minimum of 40 Councillors (120 divided by 3) in addition to the elected Mayor. This figure does not take into account the Executive Committee.
- viii Executive Members cannot serve on Scrutiny Panels, but can serve on other Council committees, including regulatory committees (Licensing and Planning). At present no Executive Members serve on the regulatory committees. The overall reduction in the number of Members proposed in this submission would almost certainly result in an increased workload for Executive Members who in future would also

have to serve on regulatory committees. For this reason the actual number of Councillors required will be higher than the 40 mentioned in vii above.

- ix The projected electorate at 2018 is 101,561, an increase of 93 on the 2011 figure.

Introduction

Middlesbrough Council is a unitary council with responsibility for the provision of the full range of local authority services including housing, adults' and children's social care services, education services, highways and environmental services.

In 2004 Middlesbrough Council transferred its housing stock to Erimus Housing, now part of the Fabrick Group. Elected Members of the Council serve on the management committees of both Erimus and Fabrick. Councillor Brady chairs Fabrick Group and Councillor Carr chairs Erimus Housing.

By and large Middlesbrough Council has chosen to keep services in house wherever possible, although for example certain social care services are provided through the private and not for profit sector. The Council also works in close association with the Middlesbrough Partnership, in which it takes a leading role.

Middlesbrough has a population of 142,400 (mid year estimate 2010).

Since 2002 Middlesbrough has had an elected Mayor and Cabinet, in Middlesbrough referred to as the Executive, model of governance. It is currently divided into 23 wards and has 48 elected Councillors plus the elected Mayor

The current electorate is 101,468 (2011). The estimate for 2018 is an increase of 93 electors, bringing the projected electorate to 101,561.

The budget requirement for 2012 - 2013 (including Parish Precepts) is set at £133,588,000

Section 1: The role of the Councillor

- 1 In considering the number of Members that the Council needs to properly undertake its business, the various roles of Councillors need to be taken into account.

Essentially, these fall into four major categories:

Ward and community work – undertaking the representational role of the Councillor in respect of their constituents

Council work – undertaking the work of the Council in respect of meeting legislative requirements such as effective Scrutiny, holding the Executive to account, acting as a planning and a licensing authority, ensuring that the internal standards and audit requirements are met

Executive duties – acting as a member of the Council's Executive

Other duties and responsibilities - there are also a number of other duties and responsibilities that most Councillors undertake, that do not readily 'fit' into the above categories, but include elements of Council work and representational work: for example, membership of 'outside bodies', or serving as school governors.

Section 2: Background

- 2 The Local Government Act 2000, which introduced the Mayor and Executive model of local government, was preceded by the White Paper 'Modern Local Government – in touch with the people'. The White Paper stressed the importance of a close relationship between Councillors and their communities. The consultation papers emphasised the need to spend less time in committees, as representational work direct with their communities was seen by Members as their most important role. Part of the thinking behind the new 'Executive' arrangements was that:

“Under the new models (councillors) will be able to promote and defend the public interest to the council. They could spend more time in the local community at residents' meetings or surgeries - a role which is seen by both councillors and the public as being particularly important.... They would become, in a much clearer way, the advocate of the local people, channelling their grievances and demands.”¹

- 3 The White Paper also stated that:

“The Government believes it is important for authorities to provide training and support to councillors to ensure they have the full range of skills and facilities necessary for them to fulfil their representative role effectively.”

¹ Modernising Local Government, Local Democracy and Community Leadership Paper Chapter 5 - Modernising the way councils work: Department of the Environment Transport and the Regions February 1998

- 4 The Council embraced the philosophy that underpinned the (then) White Paper and subsequent Local Government Bill. It abolished the old 'Committee' based system in 1998 and introduced a pilot Executive and Scrutiny model, two years prior to the Local Government Act that required changes to the governance arrangements of the Council.
- 5 It also developed the Members' Office, building on and replacing the old committee support systems. The Members' Office was launched in 2000 to offer a range of support to Members including the establishment of a 'One-Stop' casework support service / advice and information service for Members; training provision targeted at the identified needs of Members (with a dedicated Members' training budget); Personal Development Plans for Members; support for Members' community work (such as production of Ward newsletters, support for setting up Ward surgeries); and so on. Middlesbrough Council was the first in the North to obtain an IIP (Investors in People) award for elected Members, and the I&DeA Member Development Charter.

Section 3: Middlesbrough: area of significant disadvantage

- 6 Of the 23 Wards in Middlesbrough, 13 wards are in the top 10% of most deprived wards in England, as defined by the Indices of Multiple Deprivation produced by the Department of Communities and Local Government. As the key results from the 2011 report² indicates, "Liverpool, Middlesbrough, Manchester, Knowsley, the City of Kingston-upon Hull, Hackney and Tower Hamlets are the local authorities with the highest proportion of Lower Layer Super Output Areas amongst the most deprived in England ". Middlesbrough is the second most disadvantaged local authority area in England.
- 7 Whilst it is appreciated that there are no absolute Member / constituent ratios, and that weighting in respect of deprivation or other factors is not easy, the Council would contend that in areas of high deprivation and multiple deprivation there should be a higher, rather than a lower, ratio of elected Members per constituent. This is especially relevant in areas where large numbers of adults experience literacy problems, and have difficulties in dealing with (amongst other matters) statutory agencies. In Middlesbrough 21% of the working population have serious literacy problems compared with 11% nationally, and 63% have numeracy problems compared with 47% nationally. Only 20.7% of people of working age are educated to level 4, compared to 29.9% nationally.³

² The English Indices of Deprivation 2010: Department of Communities and Local Government March 2011

³ Tees Valley Unlimited – from National Census 2001 and 2003 survey into literacy and numeracy levels

Section 4: Councillors: Ward and community work

- 8 The Council Constitution includes a Role Profile (Job Description) that applies to all elected Members. This is attached at Appendix 1. Contained in the Key Tasks of all Members are:
- To actively participate in casework and members' surgeries, in order to address constituent's problems.
 - To act as a champion for, and represent the interests of, their local area and communities to Middlesbrough Council.
- 9 Forty of the forty eight Councillors in Middlesbrough regularly hold ward surgeries: several are now using street surgeries in addition to or in place of ward surgeries to try and make contact with harder to reach groups of residents.
- 10 Each ward in Middlesbrough has a Community Council. Community Councils were originally established as part of the Council's Community Development strategy, but have since been developed into independently constituted bodies. The aim of Community Councils is to enable local residents to work collectively for the good of their community, and the first objective listed in the model constitution adopted by all Community Councils is:
"To enable residents to meet regularly and receive reports from Ward Councillors on matters of local importance".
- 11 Membership of Community Councils is comprised as follows:
 (a) all residents in the area (.....)
 (b) all ward Councillors for the area (....)"
- 12 Most Members attend meetings of their Community Council on a regular basis, and a number of Community Councils are chaired by elected Members of the Council. At the present time 13 elected Members hold office in Community Councils (i.e. Chair, Vice-Chair, Secretary or Treasurer).
- 13 The Council operates a One Stop shop for Councillors' ward casework. This is essentially a clearing house and monitoring system for residents' complaints or requests to their Ward Councillor. Not all Councillors choose to use the One-Stop: if they prefer they can go direct to the relevant Council Department. Last year Councillors submitted 3,160 referrals through the One-Stop system. The number referred direct to service departments is not recorded.

Section 5: Councillors: Council work

- 14 The Council currently has 15 main Committees (including Scrutiny Panels), plus a small number of advisory boards and other bodies. The main Council Committees, their current membership and the number of times that they have met in the current Municipal Year (i.e. from the Annual Meeting on 25 May 2011 to date, 31 January 2012) are shown at Appendix 2.

- 15 It is anticipated that the current committee structure and most of the current work will continue into the foreseeable future, with a number of exceptions. These are:
- (i) Planning & Development Committee: following amendments to the scheme of officer delegations, the frequency of this Committee will reduce from meeting every three weeks to meeting every four weeks with effect from the next Municipal Year (May 2012 – May 2013).
 - (ii) Standards Committee: the Localism Act 2011 abolishes the current Standards regime and the (national) model Councillors' Code of Conduct. At present we are working on a number of assumptions as follows:
 - That the Council will continue to have a Standards Committee to oversee matters relating to ethics and probity, whistleblowing and certain corporate governance functions.
 - That the number of meetings of the various current Hearings sub-Committees (16 to date in the current year) will reduce significantly under the revised arrangements for a local Code of Conduct.
 - At present the Standards Committee and all the 'hearings' sub committees are chaired by independent (i.e. non-elected) members, and these arrangements cannot continue under the revised legislation after 1 July 2012. The Standards Committee will thereafter be chaired by an elected Member.
 - (iii) Audit & Governance Committee: this committee deals with matters concerning audit and certain corporate governance matters. Following the recent Government consultation in respect of the future of audit it is clear that audit arrangements will change as from 2013 in order that the Audit & Governance Committee fulfils the requirements of the Localism Act and the forthcoming legislation concerning Audit arrangements.⁴
- 16 As the table at Appendix 2 shows, current Committee membership ranges from 7 to 14 Members. Although any decision on the future size and structure of committees will be a decision of the full Council, for the purpose of this submission it is being suggested that a reduction in the membership of the various committees could be implemented without reducing the quality and standard of work of those committees.
- 17 Some consideration will have to be given to Scrutiny Panels, as much of the work of these is investigative, and a broader rather than narrower range of views and experience is helpful to the work of the Panels. In this respect smaller Panels could affect the quality of work currently undertaken by Scrutiny. The Council also considers that the Scrutiny role is an essential part of the role of the non-Executive Member, and

⁴ Future of Local Public Audit: Consultation: Department of Communities and Local Government March 2011
Government response to the future of local audit consultation: Department of Communities and Local Government January 2012

that, in general terms, all non-Executive Members should have the opportunity to serve on Scrutiny Panels.

- 18 Article 6 of the Council Constitution relates to the role of scrutiny in Middlesbrough (attached at Appendix 3). The roles of Scrutiny in Middlesbrough might be summarised as:
- Scrutinising the policies and statutory plans of the Council
 - Scrutinising the performance, quality and adequacy of Council services
 - Holding the Executive to account (Call In)
- 19 The Council has always maintained close links with the Centre for Public Scrutiny (CfPS), and has consistently been held as an example of good practice by the CfPS: several of the Council's Scrutiny reports are contained in the CfPS library as examples of good practice and general interest to other authorities (see: <http://www.cfps.org.uk/library>).
- 20 The impact on Scrutiny in respect of the provision contained in the Health & Social Care Act 2011 and the Police Reform & Social Responsibility Act 2011 are as yet unclear but will require ongoing consideration. For the purpose of these proposals it is assumed that they will be accommodated within the existing Scrutiny structure.
- 21 The current Scrutiny structure is:
- Overview & Scrutiny Board
 - Children & Learning Scrutiny Panel
 - Community Safety & Leisure Scrutiny Panel
 - Economic Regeneration & Transport Scrutiny Panel
 - Environment Scrutiny Panel
 - Social Care & Adult Services Scrutiny Panel
 - Health Scrutiny Panel
 - (Tees Valley Health Joint Scrutiny Committee⁵)
 - (South Tees Health Joint Scrutiny Panel⁶)
- 22 The role, the operation and the structure of Scrutiny will be reviewed over the forthcoming 12 months as part of the ongoing budget reduction exercise, but at this point no major changes are anticipated in the structure of Scrutiny.

⁵ Joint Committee: Middlesbrough, Darlington, Stockton on Tees, Redcar & Cleveland, Hartlepool

⁶ Joint Committee: Middlesbrough and Redcar & Cleveland

Section 6: Proposed Committee structure

23 As noted above, this will be a Council decision. However it is suggested that the Council committee structure as from 2014 might be along the following lines:

COMMITTEE	MEMBERS (proposed, subject to Council approval)	MEETINGS (Projected – full year)	NOTES
Planning & Development Committee	10	12	Same membership, fewer meetings
Licensing Committee	10	15	Reduction of 4 members. Sub-Committees working on rota basis will still be required
Overview & Scrutiny Board	11	12	Reduction of 2 members
Children & Learning Scrutiny Panel	9	12	
Community Safety & Leisure Scrutiny Panel	9	12	
Economic Regeneration & Transport Scrutiny Panel	9	12	
Environment Scrutiny Panel	9	12	
Social Care & Adult Services Scrutiny Panel	9	12	
Health Scrutiny Panel	9	12	
Tees Valley Health Joint Scrutiny Committee	3	5	Subset of Health Panel Joint Committee with 4 other Tees Valley councils
S Tees Health Joint Scrutiny Panel	7	3	Subset of Health Panel
Audit Committee	7	6	
Standards Committee	7	4	It is anticipated that the full Committee will meet quarterly, as at present. Additionally, hearings committees will be called on an 'as and when' basis.
Corporate Affairs Committee	7	5	Delegated powers of full Council
Constitution Committee	7	2	Reduction of 2 members
Staff Appeals Committee	9	7	Not included in the figures as this is a pool from which a three person rota is drawn
Teesside Pension Fund	7	3	
TOTALS	120	131	

- 24 Working on these assumptions, which are reasonable to ensure the integrity of the Council's governance arrangements, 120 committee places need to be filled. This is a reduction from the current 132 places.
- 25 In its submission to the Boundary Commission in 2002 the Council contended that it was reasonable to assume that each Councillor should be required to serve on two committees, in addition to ward work and other duties and responsibilities. This was accepted at the time by the Commission. In 2002 the Council also submitted that all Members of the Council would have a role in either the Executive, the Scrutiny process or on one of the⁷ regulatory Committees: this is still the position of the Council.
- 26 In the light of revised governance arrangements over the past 10 years, the fact that some committees meet considerably less frequently than others, and the fact that some sub-committees are three person Panels drawn from a committee 'pool', it would appear reasonable to expect each elected Member to be serve on three committees. This is in fact very close to the average that currently exists.

Section 7: Executive duties and responsibilities

- 27 The 2000 Act restricts the size of the Executive to the elected Mayor plus nine other Members. At present the Executive comprises the Mayor and seven Executive Members. Each Executive Member has a portfolio for which they are responsible. The current Executive structure is:

The Mayor

Deputy Mayor and Executive Member for Resources

Executive Member for Public Health & Sport

Executive Member for Social Care

Executive Member for Streetscene Services and Transport

Executive Member for Community Protection

Executive Member for Children, Families & Learning

Executive Member for Regeneration and Economic Development

The full list of responsibilities included in Executive Members' portfolios is attached at Appendix 4.

- 28 The philosophy that has been adopted in Middlesbrough is based on management principles, and incorporates high levels of delegation. Whilst not required by the 2000 Act, it is the view of the Mayor that Executive decisions that are delegated to individual Executive Members should be open and transparent, in order to facilitate public awareness, understanding and scrutiny of decisions taken.
- 29 For these reasons most Executive decisions that are delegated to portfolio holders are made in 'Single Member meetings'. These are subject to the same process as any other committee meeting in respect of giving notice of the meeting, making papers available five clear working days in advance of the meeting, and admitted the press and

⁷ The Council has advised against serving on both regulatory Committees as this could give rise to conflicts of interest, or allegations of predetermination

public except where the access to information procedure rules are satisfied.

- 30 During the current Municipal Year to date (25/5/2011 to 31/1/2012), the following 'single Member meetings' have been held:

Executive Member:	Single Member meetings
The Mayor	1 meeting
Deputy Mayor / Executive Member for Resources	12 meetings
Children, Families & Learning	2 meetings
Community Protection	8 meetings
Public Health & Sport	1 meeting
Regeneration and Economic Development	7 meetings
Streetscene Services and Transport	5 meetings
Social Care	0 meetings

- 31 The current Executive structure will be reviewed over the forthcoming year with a view to a possible reshaping of portfolios and a reduction of the existing number of Executive Members from seven to six.

Section 8: Executive Members who serve on other Committees

- 32 The Local Government Act 2000 prevents members of the Executive serving on Scrutiny Committees. However, Executive Members can, and do, serve on other Committees of the Council.

At present, Executive Members serve on the main Council Committees as follows:

Audit & Governance Committee:	0
Constitution Committee:	3
Corporate Affairs Committee:	0
Licensing Committee:	0
Planning & Development Committee:	0
Staff Appeals Committee:	1
Standards Committee:	1
Teesside Pension Fund:	2

Section 9: Scrutiny 'Call-In' and 'holding the Executive to account'

- 33 In some Councils Call-Ins are seen as the main way in which Scrutiny holds the Executive to account.
- 34 In Middlesbrough all elected Members have the opportunity to input into the Scrutiny work programme. Delegated Executive decisions are made in open meetings (unless subject to confidentiality rules). For these reasons Call-Ins are not commonly used as a method of 'holding the Executive to account', but are very much seen as a last resort process.
- 35 During the current Municipal Year there have been only 2 Call-Ins. Over the past 5 years (2007-2008 to present) there have been a total of 10 Call-Ins.

Section 10: Other duties and responsibilities

- 36 Middlesbrough Council appoints Members to approximately 170 seats on some 80 'Outside Bodies'.
- 37 These bodies range from national organisations (e.g. Local Government Association, Environment Protection UK), through regional and sub-regional organisations (e.g. Association of North East Councils, North East Regional Employers Association, Durham Tees Valley Airport Committee, Tees Valley Community Foundation), to town-wide and neighbourhood organisations (Middlesbrough CAB Management Committee, Middlesbrough Environment City, local community centre management committees, etc). Some of these 'Outside Bodies' are statutory bodies (e.g. Cleveland Police Joint Committee, Cleveland Fire Authority). Finally, there are joint Committees comprising representatives from Middlesbrough and neighbouring authorities (e.g. Joint Archives Committee, Tees Port Health Authority)

At present:

- 1 Councillor serves on 13 outside bodies
 - 1 Councillor serves on 12 outside bodies
 - 2 Councillors serve on 11 outside bodies
 - 1 Councillor serves on 9 outside bodies
 - 1 Councillor serves on 8 outside bodies
 - 4 Councillors serve on 6 outside bodies
 - 4 Councillors serve on 5 outside bodies
 - 3 Councillors serve on 4 outside bodies
 - 8 Councillors serve on 3 outside bodies
 - 9 Councillors serve on 2 outside bodies
 - 9 Councillors serve on 1 outside body
 - 5 Councillors serve on no outside bodies
- 38 In spite of the clear commitment to providing representation on Outside Bodies, there are still vacant seats on several of these.
- 39 In addition to Outside Bodies, several Members serve as School Governors. At present 32 Members serve as School Governors.
- 1 Councillor serves on 4 Governing Bodies
 - 2 Councillors serve on 3 Governing Bodies
 - 7 Councillors serve on 2 Governing Bodies
 - 22 Councillors serve on 1 Governing Body

Section 11: Electorate projections and ward representation

- 40 Appendix 5 shows the current electors per ward in 2011 and the projected electorate per (current) ward in 2018. These projections have been produced in accordance with the Commissions Guidance, and incorporate new build housing projections. These have been checked and approved by the Executive Director of Regeneration.
- 41 The net change in the electorate population is estimated at an increase of 93 electors across the borough: a projected increase of less than 1%. However, as the table and accompanying maps at Appendix 5

show, there is a variation in the projected change of individual wards that vary between +20.7% and -5.3%.

42 Currently, ward representation is as follows:

- 1 ward x 1 Member
- 19 wards x 2 Members
- 3 wards x 3 Members

Section 12: Conclusions and proposal for Council size

44 It is anticipated that there will be a requirement to fill approximately 120 seats on Committees under the revised Committee structure, if the changes proposed in this paper are approved by Council. Working on the principle that it is reasonable for each Member to serve on three Committees, this would result in a requirement for a minimum of 40 Councillors (120 divided by 3). This figure does not include the Executive Committee.

45 Executive members cannot serve on Scrutiny Committees. Also, as noted above no Executive Member currently serves on the regulatory committees. .

46 The final number of Members will need to be sufficient to facilitate sound democratic arrangements, adequate community representation, effective and convenient local government and to ensure that Councillors can properly engage with their electorate at a ward level, and serve both the Executive and Council Committees.

ROLE PROFILE: COMMUNITY LEADERSHIP

This role profile applies to all ward councillors.

Responsible for:

- Representing local people as a member of Middlesbrough Council.

Key Objectives:

- To provide local leadership in developing and maintaining an active involvement in local democracy.
- To work for real and sustainable improvements in the Economic, Social and Environmental well being of the communities and local people they represent.
- To represent and act as an advocate for the interests of the Ward for which they were elected, and to deal effectively with constituent's enquiries and representations.
- To campaign for measures that will secure stronger and safer communities for local people, a high quality of life, and effective and responsive delivery of services.
- To contribute actively to the debates in the setting of Middlesbrough Council's performance, policies, strategies, budget and service delivery.
- To take up any opportunities for member development to help improve their role as an effective and influential councillor.
- To promote the Community Strategy.

Key Tasks:

- To attend and actively contribute to meetings of full Council.
- To fulfil the statutory and locally determined requirements of an elected member of Middlesbrough Council, including compliance with all relevant codes of conduct.
- To develop and maintain a working knowledge of Middlesbrough Council's policies, and of the community's needs and aspirations in respect of the Council's roles and functions.
- To participate effectively in and attend all meetings of any Council body.
- To participate in the activities of and attend all meetings of any Outside Body to which they are appointed, providing two way communication between the body and the Council.
- To develop and maintain a working knowledge of Middlesbrough Council's services, management arrangements, powers and duties, and constraints, in particular as they effect the area and communities they represent; and to develop good working relationships with relevant members and officers of the Council.
- To actively participate in casework and members' surgeries, in order to address constituent's problems.
- To act as a champion for, and represent the interests of, their local area and communities to Middlesbrough Council.
- To promote Open Government and Democratic Renewal through encouraging the Local Community to participate in the governance of the area.

**Current Committee structure
(main Committees)**

COMMITTEE	MEMBERS (2011-2012)	MEETINGS (Current Municipal Year to date: 25/52011 to 31/1/2012)	NOTES
Planning & Development Committee	10	11	
Licensing Committee	14	13	+ 4 x sub-Committees working on rota basis, so 7 might not be enough Members Meetings: + 10 Sub-Committee meetings
Overview & Scrutiny Board	13	11	
Children & Learning Scrutiny Panel	9	11	
Community Safety & Leisure Scrutiny Panel	9	10	
Economic Regeneration & Transport Scrutiny Panel	9	9	
Environment Scrutiny Panel	9	10	
Social Care & Adult Services Scrutiny Panel	9	10	
Health Scrutiny Panel	9	10	
Tees Valley Health Joint Scrutiny Committee	3	5	Subset of Health Panel Joint Committee with 4 other Tees Valley councils
South Tees Health Joint Scrutiny Panel	7	3	Subset of Health Panel
Audit & Governance Committee	7	4	
Standards Committee	7	3	7 Elected Members + co-opted independent persons Meetings: + 14 Sub-Committee meetings
Corporate Affairs Committee	7	5	Delegated powers of full Council
Constitution Committee	9	0	Meets infrequently: typically once or twice a year
Staff Appeals Committee	9	7	
Teesside Pension Fund	11	3	
TOTALS	141	120**	

** Projected meetings 205 in full year

Article 6 – Overview and Scrutiny Board

OVERVIEW AND SCRUTINY

6.1 Terms of Reference

The Council will appoint an Overview and Scrutiny Board to discharge the functions conferred by the Local Government Act 2000 or the Health & Social Care Act 2001 and regulations made thereunder.

Overview and Scrutiny Board

Scope

The Overview and Scrutiny Board will have delegated powers to manage the work of scrutiny as it thinks fit, and if appropriate will exercise or delegate to scrutiny panels the following functions of the Council:-

- (a) On behalf of the Council to scrutinise executive decisions.
- (b) On behalf of the Council to scrutinise recommendations by the Executive to the Council.
- (c) Following use of the Council's Call-in procedure to refer back executive decisions once only, PROVIDED that the decision in question shall not already have been implemented. References back must contain details of the Board's concerns together with any revisions proposed.
- (d) To scrutinise the performance of Council services.
- (e) To scrutinise statutory plans of the Council.
- (f) To invite attendance by appropriate individuals to advise the Board in exercising its role. Such individuals will have expertise in the area subject to scrutiny; e.g. they may be a service user or a professional in a relevant discipline.
- (g) To question members of the Executive relating to the scrutiny of executive decisions and recommendations and the performance of Council services.
- (h) To question chief officers, or any other officer after consultation with the chief officer relating to the scrutiny of service performance and reports on which executive decisions are based.
- (i) To make recommendations to the Council on issues arising from scrutiny of executive decisions, recommendations and performance including for example recommendations that an area of Council policy should be reviewed. Such recommendations must be contained in a report which the Executive will see, and have the opportunity to comment on before it is submitted to Council.
- (j) To monitor compliance with audit, external inspectorate reports following their consideration and adoption by the Executive and Council.
- (k) To scrutinize and monitor matters relating to Council budgets audit and resources issues.
- (l) To review and scrutinise matters relating to the planning, provision and operation of health services.
- (m) To respond to consultations from NHS bodies and proposals for substantial developments or variations in health services.

Scrutiny Panels

There will be sub-committees of Overview and Scrutiny Board, called scrutiny panels. Scrutiny panels will be responsible for undertaking the scrutiny of any issue or topic as referred by the Overview and Scrutiny Board in relation to their remits.

Overview and Scrutiny Board may appoint ad-hoc panels which will be set up to take on a specific piece of work, particularly in relation to the review and development of the policy framework. On the completion of that specific piece of work, these panels will cease to exist.

6.2 General role

Within their terms of reference, overview and scrutiny committees will

- (a) review and/or scrutinise decisions made or actions taken in connection with the discharge of any of the Council's functions;
- (b) make reports and/or recommendations to the full Council and/or the Executive and/or any policy, joint or area committee in connection with the discharge of any functions;
- (c) consider any matter affecting the area or its inhabitants;
- (d) exercise the right to call-in, for reconsideration, any decision made but not yet implemented by the Executive and/or key decisions made by officers;
- (e) assist in conducting Best Value reviews in accordance with the Council's Best Value programme;
- (f) respond to executive consultation requests.

6.3 Specific functions

Policy Development and Review. Overview and scrutiny committees may:

- (a) assist the Council and the Executive in the development of its budget and policy framework by in-depth analysis of policy issues;
- (b) conduct research, including community and other consultation in the analysis of policy issues and possible options;
- (c) consider and implement mechanisms to encourage and enhance community participation in the development of policy options;
- (d) question members of the Executive, committees and appropriate chief officers or other senior officers after consultation with the chief officer about their views on issues and proposals affecting the area; and
- (e) liaise with other external organisations operating in the area, whether national, regional or local, to ensure that the interests of local people are enhanced by collaborative working.
- (f) In relation to health scrutiny, require an officer of a local NHS body to attend to answer questions about matters under review.
- (g) In relation to health scrutiny, make reports and/or recommendations to local NHS bodies and to the local authority.

Scrutiny of Performance and Service Delivery matters. Overview and scrutiny committees may:

- (a) Review and scrutinise the decisions made by and performance of the Executive, committees and Council officers both in relation to individual decisions and over time;
- (b) review and scrutinise the performance of the Council in relation to its policy objectives, performance targets and/or particular service areas;
- (c) question members of the Executive, committees and appropriate chief officers or other senior officers after consultation with the chief officer about their decisions and performance, whether generally in comparison with service plans and targets over a period of time, or in relation to particular decisions, initiatives or projects;
- (d) make recommendations to the Executive and/or Council arising from the outcome of the scrutiny process in accordance with the overview and scrutiny rules;
- (e) review and scrutinise the performance of other public bodies in the area that have responsibilities for services to, and the health and well-being of, the community, and invite reports from them by requesting them to address overview and scrutiny bodies and local people about their activities and performance;
- (f) in furtherance of any of the above, question and gather evidence from any person (with their consent).

Audit Committee Function. Overview and Scrutiny Board and its committees will act as the Council's Audit Committee, ensuring good stewardship of the Authority's resources. Overview and Scrutiny Board and its committees may:

- (a) advise on the adequacy and effectiveness of the Authority's internal control;
- (b) monitor the adequacy and effectiveness of the external audit service and respond to its findings;
- (c) receive and consider external audit reports and annual audit letter and advise the Executive as appropriate;
- (d) monitor the adequacy and effectiveness of the internal audit service and the Director's responsibility for ensuring an adequate control environment;
- (e) monitor management's response to internal and external auditors' major findings and the implementation of key recommendations.

Finance. Overview and Scrutiny Board may exercise overall responsibility for the finances made available to them.

Annual report. Overview and Scrutiny Board must report annually to full Council on the workings of the scrutiny process.

Officers. Overview and Scrutiny Board will exercise overall responsibility for the work programme of the officers employed to support the work of overview and scrutiny.

6.4 Proceedings of Overview and Scrutiny Board

Overview and Scrutiny Board and scrutiny panels will conduct their proceedings in accordance with the Overview and Scrutiny Procedure Rules set out in Part 4 of this Constitution.

6.5 Health Scrutiny

The Overview & Scrutiny Board may advise the Council:

- (a) About arrangements for undertaking health scrutiny jointly with other authorities, particularly in respect of regional and specialist services, or where NHS bodies do not have co-terminous boundaries with the local authority.
- (b) About protocols for how any joint health scrutiny arrangements might operate.

The Mayor

The Mayor leads the Executive, promotes public engagement in the work of the Council and acts as the first citizen of Middlesbrough.

The Mayor has outlined his vision of a better, cleaner Middlesbrough by creating a clean, safe environment, physical regeneration of the town, a business-friendly enterprise culture and a transport network which meets the needs of a town on the way up.

Deputy Mayor and Executive Member for Resources

Policy Framework

- Strategic Plan
- Sustainable Community Strategy
- Integrated Regional Strategy
- Sub Regional Strategy
- Council's Budget Strategy
- Capital Strategy

Other Plans and strategies

- Minimum Standard for Performance Management
- Corporate Data Quality Policy
- Corporate Equality and Diversity Policy
- People Strategy
- Implementing Electronic Government
- Central Services Plan (where relevant to the portfolio)
- Corporate Risk Management Strategy
- Strategic Risk Register
- Corporate Business Continuity Plan
- Health and Safety Plan
- Annual Audit and Inspection Letter
- Financial Resilience Assessment
- Asset Management Plan
- Medium Term Financial Plan
- Treasury Management
- VFM Strategy

Service areas and functions

- Middlesbrough Partnership
- Community Councils and Clusters
- Corporate Performance Management
- Data Quality Champion
- Diversity (including Asylum Seekers and Community Cohesion)
- Human Resources
- E-Government
- Information Services
- Risk Management and Business Continuity Champion
- Health and Safety
- Town Twinning
- Executive Appointments to Outside Bodies
- Sub-regional and regional activities (e.g. Tees Valley Unlimited)

- Design Champion
- Financial Services including VFM
- Revenue and Capital planning and monitoring
- Loans and Investment
- Risk and Insurance
- Internal and external Audit issues
- Corporate Legal Matters
- Mouchel – Strategic Management and Service Performance
- Strategic Procurement and Asset Management
- Housing Benefits
- IT including E Government issues
- Responsibility (jointly with Executive Member for Regeneration and Economic Development) for DigitalCity Business Trading Ltd including appointment of suitable Directors to act on the Council's behalf.

Executive Member for Public Health & Sport

Policy Framework

- Emerging Health and Well Being Policy

Other Plans and Strategies

- Sport and Physical Activity Strategy
- Joint Public Health Strategy
- Joint Strategic Needs Assessment

Services and Functions

- Sports Venues
- Sports Development and Events
- Healthy Living Agenda
- Integrated Health Improvement Team
- Strategic and Corporate Public Health Issues
- Cross-cutting Strategic NHS Issues
- Parks Management

Executive Member for Social Care:

Policy Framework

- Think Local Act Personal, The Direction for Social Care Services
- Emerging Health and Social Care Reform.

Other Plans and Strategies

- Supporting People Strategy
- Better Care, Higher Standards
- Prevention Strategy
- Drug Treatment Plan
- National Health Service Plan
- Older People's Strategy
- Physical Disabilities Strategy
- Social Services' Equality Plan
- Social Services' Care Service Plan
- Mental Health Strategy
- Learning Disabilities Strategy
- No Secrets, Protection of Vulnerable Adults from Abuse

Services and Functions

- Adult Services
- Social Services Performance and Modernisation
- Poverty

- Social Services' Partnerships
- Older Persons' Champion
- Social Care Commissioning

Executive Member for Streetscene Services and Transport

Policy Framework

- Local Transport Plan

Other Plans and Strategies

- Waste Management Plan
- Environment Service Plan (where relevant to the portfolio)
- Transport and Design Service Plan
- Rights of Way Improvement Plan

Service areas and Functions

[In circumstances where it is considered that the Executive Member would have a prejudicial interest or by virtue of the fact that they are a member of the Erimus Housing Board, the matter will be referred to the Deputy Mayor and Executive Member for Resources for determination.]

- Streetscene
(Includes: waste management and refuse collection, street cleansing, public toilets, fleet management and open spaces)
- Transport Policy
- Highway Maintenance and Inspections
- Road Safety and Traffic Management
- Parking
- Built Environment
- Lead Authority arrangements with other Tees Valley Councils
- Highway Design Services
- Procurement Champion

Executive Member for Community Protection

Policy Framework

- Crime and Disorder (Reduction Strategy)
- Licensing Authority Policy Statement (2003 Act)
- Statement of Principle Gambling (2005 Act)
- Civil Contingencies Act 2004

Other Plans and Strategies

- Community Protection Service Plan
- Environment Service Plan (where relevant to the portfolio)
- Food Safety Service Plan
- Health Safety Service Plan
- CRACA Plan

Services and Functions

- Community Safety including Law and Order issues
- Environmental Health and Trading Standards including Taxi Licensing Executive issues
- Bereavement Services
- Climate Change and Environmental Sustainability
- Environmental Enforcement
- Street Wardens
- Registrars
- Emergency planning

Executive Member for Children, Families & Learning

Policy Framework

- Children and Young People's Plan
- Youth Justice Plan

Other Plans and Strategies

- Adult Learning Plan
- Strategic Framework for Early Years Foundation Stage
- 14 - 19 Strategy
- ICT Strategy
- Capital Strategy & Assessment Management Plan
- Supporting School Success
- Building Schools for the Future
- Primary Strategy for Change
- Inclusion Strategy
- Child and Adolescent Mental Health Services Plan
- Children's Workforce Development Strategy
- Joint Commissioning Strategy
- Corporate Parenting Strategy
- Middlesbrough Safeguarding Children Board Business Plan
- Looked After Children Strategy
- Risk Reduction Strategy
- Diversity Action Plan

Services and Functions

[In circumstances where it is considered that the Executive Member would have a prejudicial interest or by virtue of the fact that they are a member of the Erimus Housing Board, the matter will be referred to the Deputy Mayor and Executive Member for Resources for determination.]

- Safeguarding
- Achievement
- Commissioning and Resources
- Children's Trust and Performance

Executive Member for Regeneration and Economic Development

Policy Framework

- Library Position Statement
- Local Development Framework/Development Plan Documents

Other Plans and strategies

- Regeneration Strategy
- Cultural Strategy
- Local Neighbourhood Renewal Strategies
- Regeneration Service Plan
- Homelessness Strategy
- BME Housing Strategy
- Policies and Strategies for Housing Activity
- Economic Development Strategy
- Local Development Strategy
- Development Briefs and Master Plans

Service areas and functions

- West Middlesbrough Neighbourhood Trust
- Stockton and Middlesbrough Initiative
- Cultural Services
- Library and Information Services
- Museums and Galleries
- Urban Policy and Implementation
- Regeneration Programmes
- Development Control
- Building Control
- Neighbourhood Management
- Neighbourhood Renewal
- Community Development
- Tourism
- Strategic Housing
- Historic Environment and Conservation
- Town Centre Management
- Architects and Design Services
- Landscaping and Countryside Development
- Economic Development including:

Council representative on Teesside Archives Committee.

Creating the right environment for businesses by development and promotion of key business areas including:

- Industrial/commercial areas;
- Middlesbrough town centre, including the night time economy; and
- The DigitalCity/ Boho Zone

Supporting the town's businesses including:

- Direct support to businesses seeking to locate or expand;
- Working with business agencies to ensure businesses can access support required;
- Providing grants to stimulate new business formation and growth;
- Working with TVU to secure inward investment;
- Providing engagement to involve businesses in the town's regeneration;
- Providing start up business accommodation in the Council's Enterprise Centres.

- Support to residents to enable them to benefit from economic opportunities including:
- Working with public, private and voluntary sector projects which provide initiatives/support for local people;
- Seeking more effective co-ordination of activities through Middlesbrough Works; and
- Direct delivery of initiatives targeting priority neighbourhoods

[In circumstances where it is considered that the Executive Member would have a prejudicial interest or by virtue of the fact that they are a member of the Erimus Housing Board, the matter will be referred to the Deputy Mayor and Executive Member for Resources for determination.]

Responsibility (jointly with Deputy Mayor and Executive Member for Resources) for DigitalCity Business Trading Ltd including appointment of suitable Directors to act on the Council's behalf.

ELECTORS PER WARD 2011

PROJECTED ELECTORS PER WARD 2018

Ward_Name	Electors per ward Dec 2011	Estimated Electors per ward 2018	Change (numbers)	Change (%)
Acklam	4850	4743	-107	- 2.2%
Ayresome	4634	4693	+59	+ 1.3%
Beckfield	3708	3572	-136	-3.7%
Beechwood	3896	3691	-205	-5.3%
Brookfield	4764	5005	+241	+5.1%
Clairville	3877	4510	+633	+16.3%
Coulby Newham	6999	6663	-336	-4.8%
Gresham	5649	5457	-192	-3.4%
Hemlington	4257	4031	-226	-5.3%
Kader	4119	4153	+34	+0.8%
Ladgate	4189	3977	-212	-5.1%
Linthorpe	7161	6923	-238	-3.3%
North Ormesby and Brambles Farm	4393	4283	-110	-2.5%
Marion	3900	4438	+538	+13.8%
Marion West	4289	4219	-70	-1.6%
Middlehaven	2771	2999	+228	+8.2%
Nunthorpe	4007	3998	-9	-0.2%
Pallister	4344	4183	-161	-3.7%
Park	4335	4237	-98	-2.3%
Park End	4597	4353	-244	-5.3%
Stainton and Thornton	2345	2830	+485	+20.7%
Thorntree	4306	4412	+106	+2.5%
University	4078	4191	+113	+2.8%
	101468	101561		

Current Ward Structure



Elector Change. 2011 – 2018

