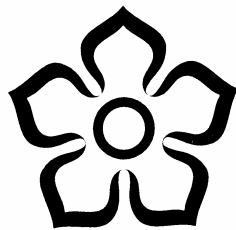

Leicester City Council Scrutiny Review

Scoping Document for completion by Members



Leicester
City Council

Background to scrutiny reviews

Not every request for a scrutiny review can be met. Getting the right topics for scrutiny reviews is the first step in making sure scrutiny provides benefits to the Council and the community.

The attached scoping template has been designed to assist in thinking through the purpose of a review. This scoping document needs to be completed by the member proposing the review. In most instances this will be the relevant scrutiny Task Group Leader. Where it is not from a Task Group Leader it makes sense for that relevant Task Group Leader to be consulted during preparation of this scoping document. It is the Task Group Leader who will be expected to lead on any topic under their remit, and it is the Task Group Leader who will be subject to monitoring from OSMB. Under their leadership the task group is responsible for interviewing witnesses, engaging service users and the public where appropriate, and for drafting the review report and recommendations.

As manager of the task groups, OSMB will ultimately determine whether a scrutiny review will go ahead based on a number of considerations. Part of that consideration will be the current workload of the respective task group. The greater part of that consideration will be based upon the successful completion of this scoping document. Proposals with the potential for high **impact** stand the best chance of being taken up.

In order to be effective, every scrutiny review must be properly project managed. This is to make sure that the review achieves its aims and has measurable outcomes. One of the most important ways to make sure that a review goes well is to ensure that it is well defined at the outset. This way the review is less likely to get sidetracked or be overambitious in what it hopes to tackle. The task group's objectives should, therefore, be as SMART (Specific, Measurable, Achievable, Realistic & Time-bound) as possible.

A good scoping template is also a great communication tool in helping others to understand what the inquiry is about and will be subject to publication on the Leicester City Council website.

This template includes a section for the Department to complete to allow OSMB to consider any additional factors that may influence the proposed review.

Evaluation

Reviewing changes that have been made as a result of a scrutiny review is the most common way of assessing effectiveness. This will, in part, be done through the Scrutiny Annual Report which is produced yearly and which will include departmental feedback on which, if any, recommendations from task group reports have been taken forward as well as providing an explanation where they have not been implemented. However, any scrutiny review should consider whether an on-going monitoring role for the task group is appropriate to the topic under review.

**For further information and help please contact a Member Support Officer on:
(0116) 229 8824**

Title of Proposed Scrutiny Review

ROUGH SLEEPERS IN LEICESTER

Proposed by Councillor Aqbany, Adults & Housing Task Group Leader

Rationale

Please state which of the above apply and provide evidence where appropriate

In May 2010 the Government announced that it would bring in a new counting method by 2011 which would better reflect the true scale of the rough sleepers' problem.

In response to review topics put forward by non-exec members, Osmb in June 2010 suggested that this topic to be investigated by the Adults & Housing Task Group.

- 1) The government is proposing changes to guidance on evaluating the extent of rough sleeping.
- 2) This issue has been raised as an area of concern by the public.
- 3) This issue has attracted public interest and media interest.

Purpose and Objectives of Review

Please give detailed purpose and objectives of review

- 1) To better understand the term 'rough sleepers' and the services provided to them.
- 2) To assess the impact of government proposals on changes to the guidance of counting rough sleepers.
- 3) To review data collection processes on the total street count of rough sleepers in Leicester.
- 4) To identify the agencies /partners involved in evaluating the extent of rough sleepers
- 5) To identify gaps in provision and address issues of concern in Leicester.

Outcomes

Please give expected outcomes of the review

- 1) To have a better understanding of the term 'rough sleepers'.
- 2) To better estimate the official count of rough sleepers in the city.
- 3) To identify improvements to partnership working with agencies involved.
- 4) To aim to reduce the number of rough sleepers in the city.

Methodology/Approach

Please give specific details of proposed approach to the review

- 1) Interviewing officers / stakeholders / homelessness charities
- 2) Assessing the impact of new Government Guidance
- 3) Document and data analysis
- 4) Best Practice / comparison with other authorities
- 5) Questionnaire / Survey consultation

Time Management

The Adults and Housing Task Group anticipate for this review to be completed within 4 months timescale. However, this may need to be extended depending on the level of resource required and the number of meetings held.

Osmb will receive regular information on the progress of this review.

Resource Requirements

Please itemise planned resource requirements to complete the review

- 1) Existing staffing resources
- 2) External expertise may be required, however no cost implication to be incurred.

Risks

People who sleep rough are a very vulnerable group in the city and this review runs the risk of attracting negative public perceptions and publicity.

Further Supporting Evidence

Please add in the space below any further information you think is relevant.

Currently, a survey of rough sleepers is conducted once a year in some cities, but homeless charities have long argued that the count underestimates the true scale of the problem.

This service is funded through Leicester Partnership Area Based Grant which, overall, is going to be reduced.

Publicity

Please give details of publicity opportunities around this review

All task group meetings are public meetings and will continue to be publicised as before.

Stakeholders of interest will be kept informed.

Departmental Comments

Scrutiny's role is to influence others to take action. It is, therefore, important for OSMB to understand the department's view of the proposed review. Please ensure that the following box is filled in by a relevant official in the department.

Departmental Comments on the proposed review

The Rough Sleepers Outreach Team, based at the Dawn Centre checks for rough sleepers throughout the week and keeps a weekly record of named rough sleepers. The Team works with individuals to resolve their homelessness which often means arranging for them to come into a hostel in council or voluntary sector. There are currently 22 rough sleepers in the city the numbers have risen over last 2 years. There are a number of issues to consider relating to rough sleepers. the review may wish to focus on the reasons for rough sleeping in Leicester, the services available (both LCC and voluntary sector) and the associated issues rather than the recent changes in government data collection.

The Department agrees to assist in the proposed review.

Completed by __ Ann Branson _____

Job Title _____ Director Housing Strategy and Options. _____