

# Governance, Performance, Business Change, and Corporate Services Scrutiny Committee

## Work Programme Descriptors 2019/20

(The Work Programme is reviewed at each meeting and as such is subject to change)

Date / Timing	Overarching Item	Officer & Cabinet Member	Scrutiny Focus
21 <sup>st</sup> May 2019	<b>Draft Committee Work Programme 2018/19</b>	Cllr Tanya Skinner (Chair) and Scrutiny Committee Members	The Committee to discuss the draft Work Programme and to officially agree and sign off the Work Programme for 2019-2020.
	<b>Tackling Poverty Strategy and Action Plan</b>	Sue Walker/Alyn Owen/Lisa Curtis-Jones	<b>Scrutiny &amp; Challenge:</b> - Following presentation of a report at the Governance Scrutiny meeting of 26 <sup>th</sup> February 2019; Committee Members stated they required more details and wanted sight of the Tackling Poverty Strategy document
2 <sup>nd</sup> July 2019	<b>Draft Annual Governance Statement</b>	Gary Evans (Shared Audit Service) / Steve Jones	<b>Scrutiny &amp; Challenge:-</b> To provide Committee Members the opportunity to review the Draft Annual Governance Statement document and to constructively challenge its contents/findings prior to its' presentation to Full Council.
	<b>Corporate Wellbeing Plan: Living Well Theme</b>	Cllr Chris Davies / Lisa Curtis-Jones	<b>Scrutiny &amp; Challenge:</b> - At the scrutiny meeting held on 10 <sup>th</sup> July 2018, Committee Members requested the Living Well theme within the Corporate Plan be presented at Governance Scrutiny.
3 <sup>rd</sup> September 2019	<b>Human Resources</b>	Cllr Andrew Barry / Fran Donnelly	<b>Scrutiny &amp; Challenge:- WAO Report – Following on from the <u>Improvement Assessment 2015-16: Review of the Council's Human Resources Function</u></b> a report is requested from colleagues in HR to review the status of the following: <ul style="list-style-type: none"> <li>* Single points of dependency across the Authority and the risk this poses;</li> <li>* Corporate sickness absence statistics over the last 3 years with a specific focus on stress-related sickness absence;</li> <li>* A quarterly report on agency staff employed by the Council, including financial details/costs; and</li> <li>* The early impact of decisions taken linked to VR and VER.</li> </ul>
	<b>Audit Action Plan: Recommendations made by external regulators (WAO, CSSIW, ESTYN, WG Commissioners etc.).</b>	Shared Audit Service / Steve Jones	<b>Scrutiny &amp; Challenge:-</b> Following a report received at the Governance Scrutiny Meeting on 9 <sup>th</sup> April 2019; Committee Members requested a subsequent report outlining the current position with regards to at Audit Action Plan function outlining responses to regulatory recommendations received by the Council.

As per the WAO scrutiny forward work programmes should: provide a clear rationale for topic selection; be more outcome focussed; ensure that the method of scrutiny is best suited to the topic area and the outcome desired; align scrutiny programmes with the council's performance management, self-evaluation and improvement arrangements.

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15 <sup>th</sup> October 2019	<b>DRAFT Annual Performance Report</b>	Andrew Mogford	<b>Scrutiny &amp; Challenge:</b> - The Annual Performance Report is a statutory document which the Council MUST to publish to communicate its' self-evaluation of delivery against our wellbeing objectives. The Committee is requested to review the draft report and 'test' the evaluative judgments made by Chief Officers through constructively critical challenge.
	<b>Human Resources</b>	Cllr Andrew Barry / Fran Donnelly	<b>Scrutiny &amp; Challenge:- WAO Report – Following on from the <u>Improvement Assessment 2015-16: Review of the Council's Human Resources Function</u></b> a report is requested from colleagues in HR to review the status of the following: <ul style="list-style-type: none"> <li>* Single points of dependency across the Authority and the risk this poses;</li> <li>* Corporate sickness absence statistics over the last 3 years with a specific focus on stress-related sickness absence;</li> <li>* A quarterly report on agency staff employed by the Council, including financial details/costs; and</li> <li>* The early impact of decisions taken linked to VR and VER.</li> </ul>
26 <sup>th</sup> November 2019	<b>Corporate Wellbeing Plan – Working Life Theme</b>	Cllr Geraint Thomas / Alyn Owen / Chris Long / Steve Peters	<b>Scrutiny &amp; Challenge:</b> - At the scrutiny meeting held on 9 <sup>th</sup> April 2019, Committee Members requested the Working Life theme within the Corporate Plan be presented at Governance Scrutiny, with a specific focus on the following element:  <i>“Post-16 provision; how this links with Cwm Taf Public Services Board; and details of progress made on apprenticeships and partnership working”</i> .
	<b>Welsh Public Library Standards</b>	Chris Long / John Sellwood	<b>Scrutiny &amp; Challenge:</b> - Following approval given by the Governance Committee for the documents linked to the Welsh Public Library Returns in July 2019; feedback will be received from Library Service officers to provide Committee Members with feedback received from Welsh Government; and receive an update on the ranking applied to the service.

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<b>7<sup>th</sup> January 2020</b>	<b>Change Programme</b>	Ellis Cooper / Andrew Mogford	<b>Scrutiny &amp; Challenge:</b> - Scrutiny Members to review the 'post-decision' status of areas originally identified for financial savings and identified whether savings have been achieved, the impact of this service rationalisation etc.
	<b>Human Resources Update</b>	Fran Donnelly	<b>Scrutiny &amp; Challenge:</b> - Following an update received by the Committee in October 2019; Committee Members requested the officers return to the Committee to offer further updates on the current situation with particular reference being made to the following areas: <ul style="list-style-type: none"> <li>• The capability process and how this works; details of the number of staff placed on the capability process; and details of any proposals to improve this process;</li> <li>• A breakdown of where SPODs have been identified and a breakdown of the departments where these SPODs occur;</li> <li>• Provide details of the impact of VR/VER</li> <li>• An update on the progress of work related to work-based stress and the Council's response to this;</li> <li>• Accurate information provided to Committee Members on the compulsory redundancy process including information on key consideration and weightings; and</li> <li>• A breakdown of the current situation in relation to agency workers, including the number of agency workers that have worked with the Council for 10+ years; and an overview of which departments these people work.</li> </ul>
	<b>Preparation and Implications of Brexit</b>	Cllr Andrew Barry / Andrew Mogford / David Smith	<b>Scrutiny &amp; Challenge:</b> With the United Kingdom scheduled to leave the European Union on 31 <sup>st</sup> January 2020; local councils have been preparing for the possible repercussions of various forms of Brexit, ranging from potential difficulties with farming and delivering services to concerns about worsening community cohesion. Officers will provide an overview of the Council's preparedness for Brexit and how any risks identified will be managed.

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25 <sup>th</sup> February 2020	<b>Wellbeing Objective – Best Start to Life</b>	Sue Walker / Annabel Lloyd	<b>Scrutiny &amp; Challenge:</b> - At the scrutiny meeting held on 26 <sup>th</sup> February 2019, Committee Members requested the Best Start theme within the Corporate Plan be presented at Governance Scrutiny, with a specific focus on <i>attainment levels across the County Borough</i>
	<b>Domestic Abuse and Sexual Violence</b>	Safer Merthyr Tydfil	<b>Scrutiny &amp; Challenge:</b> - Members will be offered an overview of Violence Against Women, Domestic Abuse and Sexual Violence (Wales) Act 2015. The Committee seeks a report outlining the impact of domestic abuse and sexual violence on local people. In relation to sexual violence, the Committee should outline the impact of sexual violence on communities (i.e.) STI's; pregnancies; impact on mental health and offer basic detail on the support structure available for victims.
21 <sup>st</sup> April 2020	<b>Corporate Wellbeing Plan – Environmental Wellbeing</b>	Cllr David Hughes / Judith Jones	<b>Scrutiny &amp; Challenge:</b> - At the scrutiny meeting held on 9 <sup>th</sup> April 2019, Committee Members requested the Environmental Wellbeing theme within the Corporate Plan be presented at Governance Scrutiny, with a specific focus on the following element:  <i>“It has been almost 12 months since new measures were introduced. Members want to explore whether there has been any increase of incidents of fly-tipping. Have costs increased? Does policy require change? (e.g. black bin charge; waste transfer note charge etc.)”.</i>
	<b>Statement of Wellbeing and Corporate Wellbeing Plan: Focus on the Future</b>	Andrew Mogford	<b>Scrutiny &amp; Challenge:</b> - The Council is required to meet its statutory duty of refocusing and publishing its Statement of Wellbeing and Corporate Wellbeing Plan annually. Committee Members are required to scrutinise both of these documents to review how well the Council is meeting its requirements against the Wellbeing of Future Generations (Wales) Act 2015.
	<b>Corporate Self-Evaluation 2019-20</b>	Cllr Andrew Barry / Andrew Mogford	<b>Scrutiny &amp; Challenge:</b> - Following the re-introduction of the Corporate Self-Evaluation Process in May 2019; Committee Members will receive a report outlining the key findings of the process on a directorate/service area basis. Members will be advised on lessons learned during completion of the self-evaluation process (e.g.) any areas of good practice or issues or barriers identified; and the key priorities for improvement which will be actioned over the coming 12 months. Committee Members will be required to review the self-evaluative judgment and seek evidence to support the accuracy of this judgment.

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<b>Additional topics for consideration</b>		
<b>Dates as per work programme</b>	Cwm Taf Public Services Board: Our Cwm Taf Wellbeing Plan	Over the past 12-month period, the PSB has been raised during the course of the Committee's discussions on a number of occasions; it has been suggested that the Chair of the PSB be invited to attend Governance Scrutiny
<b>Local Authority Support to the Third Sector Services</b>	Cllr Tanya Skinner/Alyn Owen/Chris Long/Ryan Barry	<b>Monitoring &amp; Scrutiny:</b> This item was originally received as a result of a WAO report. Subsequent to the item being discussed at the scrutiny meeting an email was sent to the Chief Executive and the Cabinet Portfolio Member. As a result of scrutiny's involvement a report was submitted to the Governance Services Scrutiny Committee meeting on 13 <sup>th</sup> February.
<b>The impact of Council Tax Debt Collection Process &amp; Universal Credit on Tackling Poverty</b>	Andrew Mogford/Mike Parry	

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