

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

Work Programme Descriptors 2020/21

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

Date / Timing	Overarching Item	Cabinet Member & Officer(s)	Scrutiny Focus	Cross-Cutting Strategies and Plans
22nd September 2020	Coronavirus Update – Response and Transition to Recovery	<ul style="list-style-type: none"> • Cabinet Member – Governance; Performance; Business Change & Corporate Services • Head of Protection & Safety Services 	<p>Scrutiny & Challenge: Local councils have faced unprecedented events during 2020 as a result of the pandemic and, more specifically, the impact of the prolonged period of lockdown.</p> <p>The Committee seeks a report that will enable them to review how the Council has responded to these circumstances; and how it has worked differently to manage/mitigate identified risks. The report should acknowledge what the Council did well, what opportunities were identified and seized and what lessons have been learned; showing how these will be used to take the next required steps in the short and long-term.</p>	Recovery, Transformation and Improvement Plan
	Draft Committee Work Programme 2018/19	Committee Chair & Committee Members	The Committee to discuss the draft Work Programme and to officially agree and sign off the Work Programme for 2020-2021	Recovery, Transformation and Improvement Plan (Governance)
13 th October 2020	Corporate Wellbeing Plan: Environmental Wellbeing theme	<ul style="list-style-type: none"> • Cabinet Member – Neighbourhood Services, Planning & Countryside • Chief Officer – Neighbourhood Services, Planning & Countryside 	<p><u>Item deferred from 2019/2020 Work Programme (as a result of the pandemic)</u></p> <p>At the scrutiny meeting held on 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 elements:</p> <p><i>“It has been over 12 months since new measures were introduced. Members want to explore:</i></p> <ul style="list-style-type: none"> • <i>whether there has been any increase of incidents of fly-tipping.</i> • <i>whether costs have increased?</i> • <i>does policy require change? (e.g. black bin charge; waste transfer note charge etc.)”.</i> 	<p>Focus on the Future: wellbeing in our community</p> <p>Recovery, Transformation and Improvement Plan</p> <p>Wales Towards Zero Waste</p>

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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			The Committee will, through questioning; seek to understand the impact of the pandemic on services officers deliver. Members aim to identify how lessons learned will help inform and shape services going forward to ensure identified needs can continue to be met in safe and responsive ways.	
	Committee Work Programme 2020/21	Committee Chair & Committee Members	To review the items due to be presented at the next Committee meeting, ensuring a clear brief of the Committee's expectations are available to report authors who will be drafting the report.	Recovery, Transformation and Improvement Plan (Governance)
24 th November 2020	Corporate Wellbeing Plan: Living Well Theme	<ul style="list-style-type: none"> • Cabinet Member – Social Services • Chief Officer – Social Services 	<p>Scrutiny & Challenge: The Committee seeks a report outlining progress made against the Living Well theme within the Corporate Plan. The report will outline progress made against the objective set down under this theme; and will identify challenges faced and opportunities identified and actioned.</p> <p>Additionally; the Committee seeks to understand the impact of the pandemic on officers delivering both Children's and Adult social services and of the services users seeking support. Members also seek to identify how lessons learned will help inform and shape services going forward to ensure identified needs can continue to be met in safe and responsive ways.</p>	<p>Focus on the Future – wellbeing in our community</p> <p>Recovery, Transformation and Improvement Plan</p> <p>Social Services and Wellbeing (Wales) Act 2014</p> <p>Wellbeing of Future Generations (Wales) Act 2015</p> <p>ACRF Report 2019-2020</p>
	Committee Work Programme 2020/21	Committee Chair & Committee Members	To review the items due to be presented at the next Committee meeting, ensuring a clear brief of the Committee's expectations are available to report authors who will be drafting the report.	Recovery, Transformation and Improvement Plan (Governance)

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12 th January 2021	Corporate Wellbeing Plan: Working Life Theme	<ul style="list-style-type: none"> • Cabinet Member – Community Regeneration & Public Protection • Chief Officer – Community Regeneration; Public Protection & Housing • Head of Housing & Community Regeneration • Head of Protection & Safety Services 	<p>Scrutiny & Challenge: The Committee seeks a report outlining progress made against the Working theme within the Corporate Plan. The report will outline progress made against the objective set down under this theme; and will identify challenges faced and opportunities identified and actioned.</p> <p>Additionally; the Committee seeks to understand the impact of the pandemic on a wide range of services: Housing and Homelessness; Economic Development & Business Support; Protection & Safety Services; Sports Development/ Heritage & Culture services so Members can clearly identify how lessons learned will inform and shape activities going forward. The Committee also seeks to understand how the impact of lockdown and subsequent lessons learned will support wider economic recovery across the County Borough.</p>	<p>Focus on the Future: wellbeing in our community</p> <p>Recovery, Transformation and Improvement Plan (Governance)</p> <p>Economic Growth Strategy</p>
	Committee Work Programme 2020/21	Committee Chair & Committee Members	To review the items due to be presented at the next Committee meeting, ensuring a clear brief of the Committee's expectations are available to report authors who will be drafting the report.	Recovery, Transformation and Improvement Plan (Governance)
9 th February 2021	Corporate Wellbeing Plan: Best Start Theme	<ul style="list-style-type: none"> • Cabinet Member – Education • Chief Officer – Education 	<p>Scrutiny & Challenge: The Committee seeks a report outlining progress made against the Best Start theme within the Corporate Plan. The report will outline progress made against the objectives set down under this theme; and will identify challenges faced and opportunities identified and actioned.</p> <p>Additionally; the Committee seeks to understand the impact of the pandemic on officers delivering Education; early years and childcare; youth and adult education services. Members seek to identify how lessons learned will help inform and shape services going forward to ensure identified needs can continue to be met in safe and responsive ways.</p>	<p>Focus on the Future: wellbeing in our community</p> <p>Recovery, Transformation and Improvement Plan</p> <p>Wellbeing of Future Generations (Wales) Act 2015</p>

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	Committee Work Programme 2020/21	Committee Chair & Committee Members	To review the items due to be presented at the next Committee meeting, ensuring a clear brief of the Committee's expectations are available to report authors who will be drafting the report.	Recovery, Transformation and Improvement Plan (Governance)
23 rd March 2021	Recovery, Transformation and Improvement Plan	<ul style="list-style-type: none"> • Cabinet Member – Governance, Performance, Business Change & Corporate Services • Chief Executive Officer • Deputy Chief Executive/ Chief Officer – Community Regeneration • Chief Officer - Learning • Chief Officer – Neighbourhood Services • Chief Officer – Social Services • Chief Finance Officer • Head of Corporate Services 	<p>Scrutiny & Challenge: Members have requested a report be brought before the Committee that offers an overview of the developing Recovery, Transformation and Improvement Plan. The report should enable Committee Members gain a snapshot on the preparation of the Plan; clearly outlining the governance arrangements which support its' delivery.</p> <p>The report should provide an overview of how the priority actions laid down in this Plan link in with other key plans and strategies to which the Council must respond, providing assurance of the effectiveness of the governance arrangements; and enable Members to explore opportunities for review and streamlining where appropriate to support efficient delivery.</p>	<p>Focus on the Future – wellbeing in our community</p> <p>Recovery, Transformation and Improvement Plan</p>
	Committee Work Programme 2020/21	<ul style="list-style-type: none"> • Committee Chair & Committee Members 	To review the items due to be presented at the next Committee meeting, ensuring a clear brief of the Committee's expectations are available to report authors who will be drafting the report.	Recovery, Transformation and Improvement Plan (Governance)
4 th May 2021	Report on Service Charges in relation to waste bins	<ul style="list-style-type: none"> • Cabinet Member – Neighbourhood Services • Chief Officer – Neighbourhood Services, Planning & Countryside 	<p>Scrutiny & Challenge: Members have requested the report on black bin charges that is being presented in Neighbourhood Services on 12th April 2021 be presented at Governance Scrutiny Committee 4th May 2021.</p>	<p>Focus on the Future – wellbeing in our community</p> <p>Recovery, Transformation and Improvement Plan (Governance)</p> <p>Wales Towards Zero Waste Strategy</p>

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Additional topics for consideration			
Topic	Cabinet Member & Officer(s)	Description	Scheduled
Local Authority Support to the Third Sector Services	<ul style="list-style-type: none"> • Chair of Governance Scrutiny Committee • Chief Officer – Community Regeneration; • Head of Housing & Economic Development • EU & External Funding Manager 	<p>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 13th February.</p>	
Human Resources	<ul style="list-style-type: none"> • Cabinet Member – Governance, Performance, Business Change & Corporate Services • Head of Human Resources • 	<p>Following updates received during 2019/2020; Committee Members request officers return to the Committee to offer further updates on the current status with particular reference being made to the following areas:</p> <ul style="list-style-type: none"> • The capability process; • A breakdown of where SPODs; • An update on work-based stress and the Council's response to this; • A breakdown of the current situation in relation to agency workers <p>Additionally, the Committee is aware the Human Resources Team has undertaken significant work to support the change of working practice for officers across the Council to work remotely/agilely.</p>	
Agile Working Policy	<ul style="list-style-type: none"> • Chief Executive • Head of HR • Organisational Development Manager 	<p>Committee Members have requested a short report be brought before them relating to the Agile Working policy that was approved at the Full Council meeting on 7th October 2020.</p>	

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<p>The impact of Council Tax Debt Collection Process & Universal Credit on Tackling Poverty</p>	<ul style="list-style-type: none"> To be confirmed 	<p>Scrutiny & Challenge: Following a visit to Citizens Advice Bureau; a recommendation was made by the Committee Chair to further explore this topic. A CAB representative will be invited to attend to give a report on the impact of the processes and outline some of the issues people face within communities across the County Borough.</p> <p>Additionally; the Committee wants to understand the impact of the pandemic on CAB services. Members seek to identify how lessons learned will help inform and shape services going forward to ensure identified needs can continue to be met in safe and responsive ways.</p>	
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