

## Transformation, Commercialisation and Corporate Centre Scrutiny Committee Work Programme Descriptors 2021/22

(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
15 June 2021	Draft Committee Work Programme 2021-2022	<ul style="list-style-type: none"> <li>• Committee Chair</li> <li>• Committee Members</li> </ul>	The Committee to discuss the draft Work Programme and to officially agree and sign off the Work Programme for 2020-2021	<p>Focus on the Future: wellbeing in our community</p> <p>Recovery, Transformation and Improvement Plan (Governance)</p>
15 June 2021	Agile Working: Re-Opening of the One-Stop Shop	<ul style="list-style-type: none"> <li>• Portfolio member</li> <li>• Committee Chair</li> <li>• Head of Customer Services</li> </ul>	<p><b>Provide Critical Friend Challenge to Executive Policy and Decision-Makers</b> – The Committee Chair proposed this agenda item. There are a number of elements to agenda item:</p> <ol style="list-style-type: none"> <li>1. Committee Members are keen to fulfil the role of critical friend to key decision-makers at the planning stage of this policy; and to secure a wider overview of the impact the pandemic has had on the way we work;</li> <li>2. Members of the public have brought the re-opening of the One Stop Shop to the attention of the Committee; discussions around the issue now need to begin to respond to this;</li> <li>3. Possible changes required in Committee’s role arising from the implementation of the Local Government &amp; Elections Act 2021. (e.g.) the need to ensure effective/proactive policy review using scrutiny function.</li> </ol> <p>The Chair wishes to discuss the potential for a Task &amp; Finish group to be established in relation to this topic.</p>	<p>Focus on the Future: wellbeing in our community</p> <p>Recovery, Transformation and Improvement Plan</p> <p>Local Government &amp; Elections (Wales) Act 2021</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.

## Transformation, Commercialisation and Corporate Centre Scrutiny Committee Work Programme Descriptors 2021/22

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

20 July 2021	<p><b>Task and Finish Group Report: Local Authority Support of Third Sector Services</b></p>	<ul style="list-style-type: none"> <li>• Portfolio member</li> <li>• Committee Chair</li> <li>• Interim Deputy Chief Executive</li> </ul>	<p><b>Driving Service Improvement in Public Services –</b> A Wales Audit Office report (now Audit Wales) highlighting areas where local authority support to third sector organisations could be improved was referred to the Governance scrutiny Committee in 2018.</p> <p>A task and finish group was established to review the issues outlined in this report. Led by the Chair of Governance scrutiny committee; activity took place and a report has been produced and presented to Committee Members for review and discussion, enabling next steps to be identified and confirmed.</p>	<p>Focus on the Future: wellbeing in our community</p> <p>Recovery Transformation and Improvement Plan (Links to Governance Improvement and Commercialisation themes)</p>
20 July 2021	<p><b>Tackling Poverty</b></p>	<ul style="list-style-type: none"> <li>• Portfolio member</li> <li>• TBC</li> </ul>	<p><b>Scrutiny and Challenge –</b> Prior to the pandemic, this item was proposed for review by Committee Members, and was further identified through discussion with Citizens Advice Bureau, and linked to existing issues around debt management.</p> <p>The Committee requests a report on the Council’s response to tackling poverty and, more specifically, requests an update on how the Council supports people in relation to this issue.</p> <p>Committee Members are keen to review the Council’s debt collection process, specifically around the collection of Council Tax and Business Rates arrears and gauge its impact on citizens.</p>	<p>Focus on the Future: wellbeing in our community</p> <p>Recovery, Transformation and Improvement Plan</p>

## Transformation, Commercialisation and Corporate Centre Scrutiny Committee Work Programme Descriptors 2021/22

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

14 Sept 2021	<b>Commercialisation</b>	<ul style="list-style-type: none"> <li>• Portfolio member</li> <li>• Interim Deputy Chief Executive</li> <li>• Procurement Manager</li> </ul>	<p><b>Scrutiny and Challenge</b> – The Council’s Recovery Transformation and Improvement Plan identifies that to support the Council’s recovery, the organisation’s commerciality must be explored and developed. Committee Member have briefly discussed some elements of this previously, and are keen to develop further knowledge so they can actively support the Council’s developing plans in relation to it.</p> <p>The Committee request a report which demonstrates the early stage plans on how the Council can address our challenges in delivering outcomes from a commercial perspective, and would be keen to learn more on how the following areas of change are to be progressed:</p> <ul style="list-style-type: none"> <li>• Commercial Environment – Create an organisational environment that enables commercial activity; and</li> <li>• Investment Programme – Create a portfolio of investment opportunities and review current contract to ensure value for money. Linking in any outcomes or recommendations on support to Third Sector Report earlier in year.</li> </ul>	<p>Focus on the Future: wellbeing in our community</p> <p>Recovery Transformation and Improvement Plan (Links to Governance Improvement and Commercialisation themes)</p>
14 Sept 2021	<b>Development of the next Corporate Plan</b>	<ul style="list-style-type: none"> <li>• Portfolio member</li> <li>• Committee Members</li> <li>• Corporate Management Team Members</li> </ul>	<p><b>Provide Critical Friend Challenge to Executive Policy and Decision-Makers / Driving Service Improvement in Public Services</b> – The Council has entered the last year of its current Corporate Wellbeing Plan (Focus on the Future: wellbeing in our community); and must plan the process for development of the next iteration. As previously highlighted; Scrutiny Committee Members are key stakeholders in this process.</p>	<p>Focus on the Future: wellbeing in our community</p> <p>Recovery Transformation and Improvement Plan (Links to Governance Improvement theme)</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.

## Transformation, Commercialisation and Corporate Centre Scrutiny Committee Work Programme Descriptors 2021/22

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

			The Chair wishes to open discussions around the development process to secure clarity on the roles and responsibilities Committee Members will have on contributing to this work.	
19 Oct 2021	<b>Welsh Public Library Standards</b>	<ul style="list-style-type: none"> <li>• Portfolio member</li> <li>• Head of Merthyr Tydfil Library Service</li> </ul>	<p><b>Scrutiny and Challenge</b> - Public Library Services in Wales are required to submit a report to Welsh Government regarding the performance against the Welsh Public Library Standards. The Welsh Public Library Standards are the measure by which the Minister with responsibility for Libraries can make a decision about their compliance with the statutory Libraries and Museums Act 1964.</p> <p>The Council are required to review the completed assessment forms prior to their submission to Welsh Government for assessment.</p>	Focus on the Future: wellbeing in our community
19 Oct 2021	<b>Healthy Organisations</b>	<ul style="list-style-type: none"> <li>• Portfolio member</li> <li>• Interim Chief Executive</li> <li>• Head of Human Resources</li> <li>• Organisational Development Manager</li> </ul>	<p><b>Scrutiny and Challenge</b> – The Committee has previously received reports from the Council’s Human Resources Department. Committee Members wish to return to this to identify the current status on topics previously (with particular reference being made to the following areas: (1) The capability process; (2) a breakdown of SPODs; (3) an update on work-based stress/the Council’s response to this; and (4) an updated breakdown of the current situation in relation to agency workers).</p> <p>In addition, the Healthy Organisations theme with the Council’s Recovery Transformation and Improvement Plan identifies three main challenges for the Council to become a healthier organisation:</p> <ul style="list-style-type: none"> <li>• Moving from a traditional culture to one that fully embraces a modern, agile operating model;</li> </ul>	<p>Focus on the Future: wellbeing in our community</p> <p>Recovery, Transformation and Improvement Plan (Links to Healthy Organisations theme)</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.

## Transformation, Commercialisation and Corporate Centre Scrutiny Committee Work Programme Descriptors 2021/22

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

			<ul style="list-style-type: none"> <li>Aligning limited resources to deliver change at the pace required; and</li> <li>The identified need to develop the skills of the workforce to meet current and future challenges; and adopt new ways of working.</li> </ul> <p>The Committee request an update on the response activities developed and included within the Healthy Organisations theme to be assured that responses to these challenges have been developed and are specific, measurable, achievable; realistic and can be delivered within the timescales identified.</p>	
30 Nov 2021	<b>Living Well Thematic Report – Five Year Review</b>	<ul style="list-style-type: none"> <li>Portfolio member</li> <li>Chief Officer – Social Services</li> </ul>	<p><b>Scrutiny and Challenge</b> - The Committee seeks a report outlining progress made against the Living Well theme across the lifetime of the current Corporate Wellbeing Plan. The report will outline progress made against the corporate objectives; and will identify challenges faced/managed; along with opportunities identified and actioned.</p> <p>The report's key focus will be on strategic overview and contribution to future policies rather than offering a more detailed outline of operational concerns (which would be instead presented for the Governance and Audit Committee). Outcomes from this committee should feed up to inform this agenda item to maximise output and avoid duplication.</p> <p>Governance Committee Members seek to identify how the lessons learned throughout the delivery of Focus on the Future: wellbeing in our community will inform the development of the next iteration of the Corporate Plan.</p>	<p>Focus on the Future: wellbeing in our community</p> <p>Recovery, Transformation and Improvement Plan (Links to Living Well and Best Start themes)</p> <p>ACRF</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.

## Transformation, Commercialisation and Corporate Centre Scrutiny Committee Work Programme Descriptors 2021/22

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

30 Nov 2021	<b>Environmental Wellbeing Thematic Report – Five Year Review</b>	<ul style="list-style-type: none"> <li>• Portfolio member</li> <li>• Chief Officer – Social Services</li> </ul>	<p><b>Scrutiny and Challenge</b> - The Committee seeks a report outlining progress made against the Environmental Wellbeing theme across the lifetime of the current Corporate Plan.</p> <p>The report's key focus will be on strategic overview and contribution to future policies rather than offering a more detailed outline of operational concerns (which would be instead presented for the Governance and Audit Committee). Outcomes from this committee should feed up to inform this agenda item to maximise output and avoid duplication.</p> <p>Governance Committee Members seek to identify how the lessons learned throughout the delivery of Focus on the Future: wellbeing in our community will inform the development of the next iteration of the Corporate Plan.</p>	<p>Focus on the Future: wellbeing in our community</p> <p>Recovery, Transformation and Improvement Plan (Links to the Environmental Wellbeing theme)</p> <p>Wales Towards Zero Waste</p>
11 Jan 2022	<b>Working Life Thematic Report – Five Year Review</b>	<ul style="list-style-type: none"> <li>• Portfolio Member</li> <li>• Chief Officer – Community Regeneration</li> </ul>	<p><b>Scrutiny and Challenge</b> - The Committee seeks a report outlining progress made against the Working Life theme across the lifetime of the current Corporate Plan.</p> <p>The report's key focus will be on strategic overview and contribution to future policies rather than offering a more detailed outline of operational concerns (which would be instead presented for the Governance and Audit Committee). Outcomes from this committee should feed up to inform this agenda item to maximise output and avoid duplication.</p> <p>Governance Committee Members seek to identify how the lessons learned throughout the delivery of Focus on the Future: wellbeing in our community will</p>	<p>Focus on the Future: wellbeing in our community</p> <p>Recovery, Transformation and Improvement Plan (Links to the Working Life/Economic Recovery themes)</p> <p>Economic Growth Strategy</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.

## Transformation, Commercialisation and Corporate Centre Scrutiny Committee Work Programme Descriptors 2021/22

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

			inform the development of the next iteration of the Corporate Plan.	
11 Jan 2022	<b>Best Start Thematic Report – Five Year Review</b>	<ul style="list-style-type: none"> <li>Portfolio Member</li> <li>Chief Officer – Community Regeneration</li> </ul>	<p><b>Scrutiny and Challenge</b> - The Committee seeks a report outlining progress made against the Best Start theme across the lifetime of the current Corporate Plan.</p> <p>The report's key focus will be on strategic overview and contribution to future policies rather than offering a more detailed outline of operational concerns (which would be instead presented for the Governance and Audit Committee). Outcomes from this committee should feed up to inform this agenda item to maximise output and avoid duplication.</p> <p>Governance Committee Members seek to identify how the lessons learned throughout the delivery of Focus on the Future: wellbeing in our community will inform the development of the next iteration of the Corporate Plan.</p>	<p>Focus on the Future: wellbeing in our community</p> <p>Recovery, Transformation and Improvement Plan (Links to the Best Start, Working Life and Living Well Themes)</p> <p>Raising Aspirations, Raising Standards (RARS) Strategy</p>
11 Jan 2022	<b>Update on Development of the next Corporate Plan</b>	<ul style="list-style-type: none"> <li>Portfolio member</li> <li>Committee Members</li> <li><i>Corporate Management Team Members??</i></li> </ul>	<p><b>Provide Critical Friend Challenge to Executive Policy and Decision-Makers / Driving Service Improvement in Public Services</b> – The planning process for the development of the next iteration with Scrutiny Committee Members fulfilling the role key stakeholders in this process.</p> <p>A report is requested to provide an update to the Committee on progress made to date; and to confirm next steps.</p>	<p>Focus on the Future: wellbeing in our community</p> <p>Recovery, Transformation and Improvement Plan</p>

## Transformation, Commercialisation and Corporate Centre Scrutiny Committee Work Programme Descriptors 2021/22

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

1 Mar 2022	Review of the DRAFT Corporate Plan for 2022-2026	<ul style="list-style-type: none"> <li>• Portfolio member</li> <li>• Committee Members</li> <li>• <i>Corporate Management Team Members??</i></li> </ul>	<p><b>Provide Critical Friend Challenge to Executive Policy and Decision-Makers / Driving Service Improvement in Public Services</b> - The development of the next iteration of the Council's Corporate Plan is nearing conclusion.</p> <p>Prior to the final draft of the Plan being presented at Full Council; Committee Members wish to review the draft document to ensure all elements identified and agreed during the development process have been completed; that the lessons learned through the delivery of Focus on the Future: wellbeing in our community have been reflected; and that all regulatory requirements have been met.</p>	<p>Focus on the Future: wellbeing in our community</p> <p>Recovery, Transformation and Improvement Plan</p>
1 Mar 2022		•		
5 April 2022		•		

Additional topics for consideration			
Topic	Source of Suggestion	Description	Scheduled
Equalities	Member of the Public	This suggestion came from a member of the public who is keen to understand what the Council does in its day-to-day business around equalities and how the system objectives are met (with realistic examples).	