

## CARDIFF CAPITAL REGION CITY DEAL JOINT OVERVIEW AND SCRUTINY COMMITTEE

11<sup>TH</sup> SEPTEMBER 2020

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### GOVERNANCE ARRANGEMENTS FOR THE CARDIFF CAPITAL REGION CITY DEAL JOINT OVERVIEW AND SCRUTINY COMMITTEE

### REPORT OF THE SERVICE DIRECTOR DEMOCRATIC SERVICES AND COMMUNICATIONS RHONDDA CYNON TAFF COUNTY BOROUGH COUNCIL

#### AGENDA ITEM: 3

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#### 1. Reason for this Report

1.1 The purpose of this report is to update members on the Governance arrangements for the Cardiff Capital Region City Deal Joint Overview and Scrutiny Committee (CCRCD JOSC) and to agree a way forward for the JOSC

#### 2. RECOMMENDATIONS

2.1 It is recommended that Members:

2.2 Note that Rhondda Cynon Taff County Borough Council are the host Authority and will undertake the Scrutiny arrangements of the JOSC

2.3 Consider and review the JOSC Terms of Reference attached at **Appendix A**

2.4 Consider items to include on their Forward Work Programme taking into consideration items previously included on the draft forward work programme attached at **Appendix B**;

2.5 Consider any training requirements of the JOSC; and

2.6 To request that the Service Director Democratic Services & Communications (RCTCBC) brings an update report to the next meeting of the CCRCD JOSC to evidence the agreed way forward.

### **3. BACKGROUND**

3.1 Following the agreement to establish the CCRCD JOSC, Bridgend County Borough Council were appointed as the nominated host authority to undertake the administrative arrangements and provide dedicated support and advisers for the JOSC for a period of two years. The first meeting was held on [15<sup>th</sup> October 2018](#).

3.2 A review was undertaken after the two year period and expressions of interest were sought from the ten local authorities included in the CCRCD Joint Working Agreement to become the host authority

3.3, it was subsequently agreed by the CCRCD Cabinet that Rhondda Cynon Taff County Borough Council would carry out the role as the Host Authority for the foreseeable future

### **4. CHALLENGES**

4.1 The JOSC has encountered a number of challenges during its first two years including:-

- Frequent changes to its membership;
- Limited resources to allow the JOSC to meet more frequently;
- Low attendance figures;
- The impact of Covid-19 on face to face meetings;
- The lack of clear and tangible outcomes;
- The need for an effective and achievable work programme;
- The lack of consistency (the appointment of the Chair for only one term);

### **5. POTENTIAL AREAS FOR IMPROVEMENT**

5.1 Based on aforementioned points Members may wish to consider the following aspects of the JOSC scrutiny arrangements:

#### **Review of the Terms of Reference**

Review the Terms of Reference of the JOSC to ensure they are 'Fit for Purpose'.

The current Terms of Reference which were established and agreed at the first meeting of the JOSC on the 15<sup>th</sup> October 2018. These are outlined in Appendix 1 to the report.

Members are asked specifically to give consideration to the appointment of the Chairperson for more than one term to allow for a greater consistency of the leadership of the JOSC. Also for Members to agree a reduced quorum for each meeting which will allow meetings to convene more frequently.

#### **Development of Forward Work Programme**

An effective Forward Work Programme (FWP) will identify the issues that the JOSC wishes to focus on throughout the year and provide a clear rationale as to why particular issues have been selected, as well as the approach that will be undertaken. The intention is to adopt a flexible approach to the FWP and to revisit it at regular intervals to ensure the items are valid and worthwhile. Members' input will also be sought on suggested topics for consideration as determining its own work programme and deciding on what evidence to seek to fulfil its scrutiny role; asking relevant and timely questions at meetings are all key to good scrutiny

It is therefore proposed that the JOSC agrees to scrutinise the development of one strand from the CCRCD's Strategic themes detailed in their Strategic [Business Plan](#).

- Skills and Employment
- Connecting the Region
- Innovation
- Regeneration and Infrastructure

Scrutinising one objective from the CCRCD Business Plan will also provide the JOSC with the opportunity to produce a meaningful outcome at the end of the year which will be evidenced in its annual report

Developing a more streamlined FWP and considering one item per meeting which will allow sufficient time for possible training sessions, work programme planning, site visits and/or presentations from Officers.

While the approach to-date has played an important role in providing information in respect of the priorities and progress of the Cardiff Capital Region City Deal to the wider membership of the constituent local authorities, it is important to ensure that future meetings provide the appropriate structures to facilitate constructive scrutiny and challenge of the CCRD's decisions and actions.

### **Production of a JOSC Annual Report**

Members are asked to consider the production of an annual report to demonstrate the work of the JOSC. The annual report will be presented and approved by the JOSC and will clearly demonstrate the outcomes and identify areas of development for the next municipal year. The report can also be presented to each Local Authority in the CCRCD as evidence of work undertaken by the JOSC

### **Training requirements**

Members are asked to give consideration to any training requirements to fulfil their role as a Member of the JOSC as detailed in the Terms of Reference

### **Scrutiny Support**

Whilst it is recognised the importance of Scrutiny being a member led function with members determining their own Forward Work Programme and seeking evidence by

taking an active role in the scrutiny process, it should not go unrecognised the invaluable support that can be provided by Scrutiny Officers in advance of Committee meetings. The support of Scrutiny Officers will not be limited to 4 meetings per municipal year and instead will take a wider 'support' role to assist members of the JOSOC to engage in their important role.

It is proposed to share a template report with Heads of Democratic Services within each constituent authority to highlight the important role this JOSOC plays in the governance arrangements of the CCRD.

### **Schedule of Meetings**

The JOSOC currently convenes up to four meetings per year. Members have previously requested that, where possible, the location of future meetings of the JOSOC should be held in venues which support the needs of the Committee and are linked to the requirements of the Terms of Reference and are rotated across all 10 local Authorities in the CCRD. To date, meetings have been held in Bridgend, Newport, Cardiff, Rhondda Cynon Taff and subject to Members agreement, meetings will continue to rotate across the remaining Local Authorities where possible.

Due to the current COVID19 pandemic and [The Local Authorities \(Coronavirus\) \(Meetings\) \(Wales\) Regulations 2020](#) issued by Welsh Government the JOSOC will meet virtually until such time that meetings are able to be resumed "in person" or through a hybrid arrangement.

## **8 FINANCIAL IMPLICATIONS**

There are no financial implications as a result of the recommendations set out in the report.

## **9 CONSULTATION**

In reviewing the aforementioned matters consultation has been undertaken across the 10 local authorities.

## **9 LEGAL IMPLICATIONS OR LEGISLATION CONSIDERED**

14.1 There are no legal implications as a result of the recommendations set out in the report, although amendments to the Councils constitution will need to be taken forward as appropriate.

*The following Appendices are attached:-*

CCRCD JOSOC Terms of Reference

CCRCD JOSOC FWP

