

CWM TAF PUBLIC SERVICES BOARD JOINT OVERVIEW & SCRUTINY COMMITTEE



27TH SEPTEMBER 2019

SCRUTINY OF THE CWM TAF PUBLIC SERVICES BOARD

REPORT OF THE SERVICE DIRECTOR DEMOCRATIC SERVICES & COMMUNICATIONS

1. PURPOSE OF THE REPORT

- 1.1 The purpose of this report is to outline the role of the Cwm Taf Public Service Board Joint Overview & Scrutiny Committee (JOSC) in scrutinising the overall effectiveness of the Cwm Taf Public Services Board. Members of the Joint Committee are also asked to develop a Forward Work Programme (FWP) to include items for future prioritisation and consideration by the Cwm Taf PSB Joint Overview & Scrutiny Committee.

2. RECOMMENDATIONS

It is recommended that Members:

- 2.1 Consider and discuss items to include on their FWP taking into consideration the draft forward work programme attached at Appendix A;
- 2.2 Identify any additional items for the FWP using the criteria form attached at Appendix B; and
- 2.3 Consider the schedule of future meetings of the JOSC including frequency and location of meetings.

3. REASON FOR RECOMMENDATIONS

- 3.1 To determine a clear Forward Work Programme, schedule and location of future meetings for the JOSC.

4. BACKGROUND

- 4.1 As Members will recall the Cwm Taf Public Service Board Joint Overview & Scrutiny Committee held its inaugural meeting the 20th February 2017 where the draft Terms of Reference were considered (and subsequently endorsed at its meeting on the 18th December 2017). The JOSC 'Terms of Reference' is based on the requirements of:

- The Wellbeing of Future Generations (Wales) Act 2015;
- Local Government (Wales) Measure 2011;

- The Local Authorities Joint Overview and Scrutiny Committee (Wales) Regulations 2013

- 4.2 The JOSC have since met regularly with the purpose of scrutinising the decisions made, or actions taken by the Public Services Board, focussing on the shared well-being objectives included in Public Services Board's local Well-being plan.
- 4.3 Members of the JOSC are reminded that, as set out within its terms of reference, their core statutory functions include:-
- To review or scrutinise the decisions made or actions taken by Board;
 - To review or scrutinise the Board's governance arrangements;
 - To make reports or recommendations to the Board regarding its functions or governance arrangements;
 - To consider matters relating to the Board as the Welsh Ministers may refer to it and report to the Welsh Ministers accordingly; and
 - To carry out other functions in relation to the Board that are imposed on it by the Well-Being of Future Generations (Wales) Act 2015.
- 4.4 In addition to carrying out its statutory functions, Members of the JOSC will work together with shared responsibility for improved outcomes across partner organisations which will avoid duplication of time and resources of the Councils respective Scrutiny Committees.
- 4.5 In doing this, the JOSC will give consideration to the effectiveness of the Wellbeing Plan and of the performance measurement arrangements. It will also monitor the effectiveness of the Public Services Board in communicating its work, objectives and outcomes to its stakeholders.
- 4.6 The Committee works on a rotational basis and therefore this year meetings will be chaired by Councillor J. Bonetto (Vice Chair – Councillor T. Skinner) with support arrangements from Rhondda Cynon Taf County Borough Council.

5. **TRAINING**

- 5.1 To assist Members in their role as a JOSC Member, a training session was held on the 25th July 2019, delivered by Dr Dave McKenna, *an experienced practitioner specialising in public governance; particularly local government scrutiny, partnership working and public participation*. An integral part of the training was understanding the role of the Public Service Board, the essentials of PSB Scrutiny as well as the benefits of joint scrutiny and how it can add value and be citizen focussed.
- 5.2 Members were made aware of a number of publications which can support them in carrying out their role effectively and assist them in undertaking robust challenge and scrutiny. The [Guidance for Local Authority Scrutiny Committees on the scrutiny of Public Services Boards](#) sets out detailed information on the purpose of the PSB JOSC which '*is to take an overview of the board's overall effectiveness through the provision of democratic challenge.*' In addition, the

recently published handbook by Cardiff Business School entitled 'Step by Step to Joint Scrutiny – A Handbook for Scrutineers' published (previously circulated to Members). The purpose and benefits of joint scrutiny, selecting the right model and a number of other areas were discussed which '*will help scrutinise wider public service partnerships more effectively*'.

- 5.3 Further to the training session, Members are asked to consider whether there are any other training requirements they have in relation to the Cwm Taf PSB Joint Overview & Scrutiny Committee. Support Officers will develop a schedule of training to suit those requirements which can be developed at any time throughout the year.

6. WORK PROGRAMME

- 6.1 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
- 6.2 This year, it is proposed that the JOSC agrees to scrutinise the development of one strand from the Cwm Taf Wellbeing Plan which will allow sufficient time for possible training sessions, work programme planning, site visits and/or presentations from Officers. Scrutinising one objective from the Cwm Taf Wellbeing Plan will also provide the Committee with the opportunity to produce a meaningful outcome at the end of the year.
- 6.3 It is suggested that the JOSC consider progress made against the Cwm Taf Well-being Plan objective 'Thriving Communities'. In doing so members of the JOSC will be able to ensure the PSB is taking all reasonable steps to meet its objectives, monitor progress to date and consider the extent to which differences are being made to the communities of Cwm Taf in improving the social, economical, environmental and cultural well-being of the area.
- 6.4 The JOSC will continue to receive copies of the minutes and the Work Programme of the Cwm Taf PSB to inform the JOSC's future Work Programme.
- 6.5 Attached at Appendix B a scrutiny criteria form has been developed which considers issues such as impact, performance and the rationale behind the chosen topics. This criteria can be used by Members when they want to propose further items for the FWP which the Committee can consider for prioritisation at a future meeting. Should they wish to, Members are asked to complete the criteria form and return to the scrutiny officer with any suggested items they wish to consider at a future meeting.

7. FUTURE MEETINGS

7.1 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 relating to 'Public Engagement' i.e that the venues are accessible to the residents of Cwm Taf in order to engage the public in our work. It is also the intention to link the locations to the agenda items under consideration so as to make them relevant.

7.2 The following is a proposed outline schedule for future meetings of the JOSOC and it is for Members to determine the details i.e. times and venues.

- December 2019
- March 2020

7.3 Based on what is agreed by the JOSOC, Officers will schedule the dates and times in calendars as appropriate.

8. EQUALITY OR DIVERSITY IMPLICATIONS

8.1 There are no Equality or Diversity implications aligned to this report.

9. CONSULTATION

9.1 Members were originally presented with a report in respect of the Cwm Taf Joint Overview & Scrutiny, future events, Communications and Engagement on the 7th November 2018.

10. FINANCIAL IMPLICATIONS

10.1 There are no financial implications aligned to this report. The improvements seek to strengthen the engagement with the public in the Joint Committee's scrutiny process using existing resources.

11. LEGAL IMPLICATIONS

11.1 There are no legal implications aligned to this report.

12. LINKS TO PSB'S WELL-BEING OBJECTIVES

12.1 The recommended approach set out supports the PSB Wellbeing objectives by ensuring progress decisions and future work programmes and plans are robustly scrutinised by the Committee, the public and others with a vested interest.

12.2 The proposed approach will also support the requirements set out in the 'Statutory guidance on the Well-being of Future Generations (Wales) Act 2015' which states:

- A public body must take account of the importance of involving other persons with an interest in achieving the well-being goals and ensure those persons reflect the diversity of the population.

- Effective involvement of people and communities in decisions that affect them is at the heart of improving well-being currently and in the future.
- It is vital to factor people's needs; ensuring engagement is meaningful and effective.

Cwm Taf Public Services Board Joint Overview and Scrutiny Committee Work Programme Descriptors 2019/20

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



Date / Timing	Overarching Item	Officer / PSB Member	Scrutiny Focus
Date 27th September 2019 2.00-4.00pm	Progress update on Public Services Board (PSB)	Professor Marcus Longley (Chair of the Cwm Taf PSB)	Scrutiny and Challenge: To receive the Chair of the Cwm Taf Public Service Board who will provide a verbal update on all progress made since his previous attendance to the meeting of the JOSC on Friday, 22 nd March 2019.
	Development of Joint Overview & Scrutiny Work Programme and schedule of dates for Cwm Taf JOSC meetings.	Service Director Democratic Services & Communications (RCTCBC)	Scrutiny and Challenge: To receive a report from the Service Director Democratic Services & Communications (RCTCBC) in respect of developing a Forward Work Programme (FPW) for the Municipal Year 2019/20, agreeing a schedule of meetings of the JOSC and identifying any further training requirements.
	Cwm Taf Wellbeing Plan Objective- Thriving Communities	Paul Mee RCTBCB Chris Hole Merthyr Tydfil CBC	Scrutiny and Challenge: The Lead Officer(s) for this objective will provide an update on the progress made to date in relation to this objective within 'Our Cwm Taf' Wellbeing Plan. Members will have the opportunity to monitor progress in this area and identify whether the PSB is meeting its objectives.

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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Date to be confirmed December 2019	Joint Overview & Scrutiny Work Programme and schedule of dates for Cwm Taf JOSC meetings.	Service Director Democratic Services & Communications (RCTCBC)	Scrutiny and Challenge: To receive a report from the Service Director Democratic Services & Communications (RCTCBC) in respect of the confirmed Joint Overview & Scrutiny Work Programme and schedule of dates for Cwm Taf JOSC meetings for the Municipal Year 2019/20.
	Cwm Taf Wellbeing Plan Objective- Thriving Communities	Paul Mee RCTBCB Chris Hole Merthyr Tydfil CBC	Scrutiny and Challenge: The Lead Officer(s) for this objective will provide further information in respect of items identified by JOSC for further consideration and within its remit of monitoring progress on the PSBs implementation of the well-being objective.
	Any updates from the Committee Chair in respect of the PSB meetings	Committee Chair – Cllr Jill Bonetto	
	Presentations/Site Meetings/Training requirements to be confirmed	Service Director Democratic Services & Communications (RCTCBC)	
Date to be confirmed March 2020	Progress update on Public Services Board (PSB)	Professor Marcus Longley (Chair of the Cwm Taf PSB)	Scrutiny and Challenge: To receive the Chair of the Cwm Taf Public Service Board who will provide a verbal update on all progress made in respect of the Wellbeing Plan.
	Joint Overview & Scrutiny Draft Annual Report	Service Director Democratic Services & Communications (RCTCBC)	Scrutiny and Challenge: To receive the draft Joint Overview & Scrutiny Annual Report
	Any updates from the Committee Chair in respect of the PSB meetings	Committee Chair – Cllr Jill Bonetto	

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	Presentations/Site Meetings/Training requirements to be confirmed	Service Director Democratic Services & Communications (RCTCBC)	

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