



RHONDDA CYNON TAF COUNTY BOROUGH COUNCIL

OVERVIEW & SCRUTINY COMMITTEE

26th June 2020

SCRUTINY WORK PROGRAMME: 2019- 2020 MUNICIPAL YEAR (EXTENDED)

**REPORT OF THE SERVICE DIRECTOR, DEMOCRATIC SERVICES &
COMMUNICATIONS**

1. PURPOSE OF THE REPORT

1.1 The purpose of this report is to provide members of the Overview & Scrutiny Committee with the opportunity to establish a work programme for the extended municipal year. In doing so, Members are asked to consider the Draft Cabinet Work Programme for the 2019-2020 Municipal Year (Extended) (attached at Appendix B)

2. RECOMMENDATIONS

It is recommended that Members:-

2.1 Acknowledge the contents of the proposed Overview & Scrutiny Work Programme for the period June-August 2020 (attached at Appendix A);

2.2 Identify matters within the draft Cabinet forward work programme that committee may wish to seek the opportunity to pre-scrutinise or receive further information on, in advance of Cabinet/Council determination;

2.3 Consider and determine other matters it may wish to consider, challenge and scrutinise over this extended period, taking consideration of the factors set out in sections 4 and 5; and

2.4 Request that the Service Director Democratic Services & Communications reports the committees considerations to the Cabinet and/or appropriate Cabinet Members.

3. REASONS FOR RECOMMENDATIONS

3.1 In accordance with paragraph 12.1 (Part 4) of the Council's Constitution, the Cabinet Work Programme had been prepared to cover a period of three months, with an updated version provided at the end of each period.

3.2 The recommendations seek to provide appropriate detail to inform Member's deliberations when determining a work programme for the extended municipal year.

3.3 Consideration of the draft Cabinet Work Programme, will provide sufficient notice and opportunity for review and challenge of the emerging issues and the Council priorities during COVID-19 pandemic to the end of this municipal year.

3.4 The proposed work programme allows for an element of flexibility and taking into account any additional consultative documents or legislative matters requiring attention.

3.5 The Presiding Officer has indicated his intention to review holding an Annual General Meeting of the Council before the end of the summer and therefore **the work programme has initially been extended by a three month period, subject to further review.**

4. BACKGROUND

4.1 Following the introduction of social distancing measures at the end of March and the suspension of formal committees, the decision making and governance of the Council has continued to operate in compliance with the Council's Constitution to discharge key decisions. This has included undertaking urgent decisions necessary to the Council's service response during this period.

4.2 [The Local Authorities \(Coronavirus\) \(Meetings\) \(Wales\) Regulations 2020](#), published at the end of April, provided the opportunity for committee functions to operate virtually. The Council has subsequently taken an incremental approach to the roll out of committee meetings on a virtual basis. This approach has provided the opportunity for Members and officers to gain experience operating virtually and for the zoom applications to be made accessible for all members.

4.3 To date the Council's Cabinet and Planning Committees have met virtually.

4.4 At a briefing of Group Leaders and Committee Chairs and Vice-Chairs, held on 18th May 2020, Members supported the proposal presented by the Head of Democratic Services, to prioritise the Overview & Scrutiny Committee in the first phase of committee functions to be rolled-out virtually. Members also supported the proposal for the Overview & Scrutiny Committee, as the Council's overarching Scrutiny Committee, to consider the forward work programme of the Cabinet and to initially take a council-wide approach.

4.5 At this first Scrutiny Committee, to meet under virtual arrangements, it is considered prudent to realign the forward work programme to deal with no more than

two matters per agenda over the next three months. During this period it may necessary for information and evidence to be reported in a combination of ways, both verbal and written (taking into consideration that Officer time continues to be focussed upon responding to the Coronavirus pandemic). This streamlined approach will enable a more focused platform for discussions, including the Council's response to COVID-19. This approach is not intended to contradict the principles agreed by members as part of the recent scrutiny review, but is instead intended to provide an immediate way of conducting scrutiny and challenge during this period.

4.6 Chairs have already acknowledged that scrutiny considerations over the immediate period, will need to be framed by the service response of the Council to COVID-19 and therefore the attached scrutiny work programme has been designed to incorporate those key matters for consideration, with the opportunity to identify other areas for further review from the Cabinet work programme. The importance for all Members to be engaged in these key matters, through this proposed approach, is recognised by both the Council's Senior Leadership Team and the Cabinet.

4.7 An awareness of the resource constraints the council is working has informed our preparation of the proposed forward work programmes and therefore Members are asked to be mindful and prepared to adopt an element of flexibility, when setting its work programme for the next three months, in recognition of the need for the Council to swiftly respond to changing information and guidance from both the Welsh Government and UK Government through this pandemic.

5. SCRUTINY APPROACHES DURING THIS PERIOD

5.1 Operating in a virtual committee environment will be distinctively different. Members are therefore encouraged to focus upon areas of public interest and where there is opportunity to constructively support decision making and service response.

5.2 It is important to acknowledge that Corporate Officers will have increased or different responsibilities during the current period. While we are proactively working towards resuming all committee functions, reports will unlikely feel like 'business as usual' and instead reports will need to be succinct, and less formal ways will be found to provide Members with key information in the immediate weeks and months. Constructive engagement by all political groups has and continues to support this approach and will continue to be facilitated by the Head of Democratic Services.

5.3 Importantly, remote or virtual meetings will require patience from all involved and will work more effectively through recognition of this point. This will need to be considered when formulating a work programme.

5.4 Members are encouraged to consider approaches and advice provided by the Welsh Local Government Association and Local Government Association to scrutiny during the COVID-19 pandemic, which can be found at:-

<https://www.wlga.wales/coronavirus-covid-19-information-for-councils>
<https://www.local.gov.uk/our-support/coronavirus-information-councils>

6. CONSULTATION / INVOLVEMENT

6.1 The Cabinet work programme has been compiled by members of the Senior Leadership Team in discussion with the relevant portfolio holder(s).

6.2 The Head of Democratic Services has facilitate discussions between the Deputy Leader of the Council (As the portfolio holder for Council Business) and the Chair of Overview & Scrutiny, in relation to upcoming Cabinet Business.

6.3 The Overview & Scrutiny Work Programme has been developed in consultation with the Chair of Overview & Scrutiny and Group Leaders.

7. EQUALITY AND DIVERSITY IMPLICATIONS

7.1 An Equality Impact Assessment is not required as the contents of the report are for information purposes only.

8. FINANCIAL IMPLICATIONS

8.1 There are no financial implications aligned to this report.

9. LEGAL IMPLICATIONS OR LEGISLATION CONSIDERED

9.1 The report has been prepared in accordance with paragraph 12.1 (Part 4) of the Council's Constitution.

10. LINKS TO THE COUNCILS CORPORATE PLAN / OTHER CORPORATE PRIORITIES.

10.1 This work programme takes consideration of the Council's Corporate Plan the work programme of the Cabinet and the service response to the COVID 19 pandemic.

11. CONCLUSION

11.1 Members of the Overview & Scrutiny Committee are asked to identify any items they would like to review in greater detail from the draft Cabinet work programme which will also ensure that the Overview & Scrutiny Committee fully evaluates the effectiveness of its overview and scrutiny function during these uncertain times.

LOCAL GOVERNMENT ACT 1972

AS AMENDED BY

THE LOCAL GOVERNMENT (ACCESS TO INFORMATION) ACT 1985

RHONDDA CYNON TAF COUNTY BOROUGH COUNCIL

OVERVIEW & SCRUTINY COMMITTEE

26th JUNE 2020

REPORT OF THE SERVICE DIRECTOR, DEMOCRATIC SERVICES &

COMMUNICATION

SCRUTINY WORK PROGRAMME **OVERVIEW & SCRUTINY**

APPENDIX A

'Holding the Executive & Council to account in respect of all three priorities within the Council's Corporate Plan'

Each of the Council's Scrutiny Committees is responsible for setting and agreeing its own work programme by identifying a list of themes and topics which fall under the remit of each individual Scrutiny Committee. Following discussion with the Chair, Vice Chair and Scrutiny Members a practical, realistic and timetabled programme can then be developed.

The scrutiny forward work programmes should provide a clear rationale as to why particular issues have been selected; be 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.

Throughout the year, there are a number of ways in which additional issues can be considered for inclusion in the Scrutiny Work Programme and ideas for inclusion may come from a number of sources such as:-

- Individual Councillors;
- Performance or budget monitoring information;
- Inspection reports;
- Referrals from Council (such as Notices of Motion), Cabinet/Audit or other scrutiny committees;
- Service users;
- Monitoring the implementation of recommendations previously made by the Committee; and
- Local Residents

The Cabinet is also required to produce forward work programmes and the Overview & Scrutiny Committee keeps abreast of forthcoming items or topics which may enable scrutiny to be involved in the development of Council policy prior to its formal consideration by Cabinet. It is important to bear in mind that an element of flexibility is applied to each individual work programme that provides Committees with the capacity to scrutinise new / urgent issues that arise during the year.

Date/Time	Overarching Item	Officer	Cabinet Member	Scrutiny Focus
1 st Meeting (26 th June 2020)	<ul style="list-style-type: none"> • Draft Overview & Scrutiny Work Programme (adjusted for the next 3 months) • Draft Cabinet work programme 	<ul style="list-style-type: none"> • Service Director Democratic Services & Communications 		<p>Scrutiny & Challenge – For O&S to agree its own revised work programme for the next 3 months (Scrutiny Chairs and Vice Chairs to be invited to attend and contribute to this agenda item)</p>
	<ul style="list-style-type: none"> • COVID-19 Oversight of the Council's response to Covid-19 (ONGOING AGENDA ITEM) 	<ul style="list-style-type: none"> • Service Director Democratic Services & Communications; • Chief Executive; • Group Director, Community & Children's Services • Group Director Prosperity, Development & Frontline Services • Director of Finance & Digital Services • Director of Education & Inclusion Services 		<p>Scrutiny & Challenge – For O&S to consider the response/activity and reflection.</p> <p>Verbal updates and evidence from the appropriate Officers of the Senior Leadership Team</p> <p>(Scrutiny Chairs and Vice Chairs to be invited to attend and contribute to this agenda item)</p>

2 nd Meeting (TBC)	<ul style="list-style-type: none"> • COVID-19 Oversight of the Council's response to Covid-19 (ONGOING AGENDA ITEM) <p><i>Areas of scrutiny tbc</i></p>			Scrutiny & Challenge – For O&S to consider the response/activity and reflection.
	<ul style="list-style-type: none"> • Overview & Scrutiny Annual Report 	<ul style="list-style-type: none"> • Service Director Democratic Services & Communications 		Scrutiny & Challenge – For the O&S Committee to challenge and comment on the draft Scrutiny Annual Report 2019/2020 (Scrutiny Chairs and Vice Chairs to be invited to attend and contribute to this agenda item)
	<ul style="list-style-type: none"> • Council Performance Report– 31st March 2020 Year End 	<ul style="list-style-type: none"> • Service Director Democratic Services & Communications • Service Director - Performance And Improvement 		Scrutiny & Challenge - For Committee Members to consider the Council's Quarter 4 Performance Report – 2019/2020
3 rd Meeting (TBC)	<ul style="list-style-type: none"> • COVID-19 Oversight of the Council's response to Covid-19 (ONGOING AGENDA ITEM) <p><i>Areas of scrutiny tbc</i></p>	<ul style="list-style-type: none"> • Service Director Democratic Services & Communications 		Scrutiny & Challenge – For O&S to consider the response/activity and reflection
The need to report other matters from other Scrutiny Committees (in the short term)				
Pre scrutiny of the Director of Social Services Annual Report (Usually reported to CH&YP/H&WB in July)		<ul style="list-style-type: none"> • Group Director, Community & Children's Services 		Scrutiny & Challenge – To undertake pre scrutiny of the Annual report to ascertain whether it represents a true

			evaluation of the Local Authority's performance.
Treasury Management and Capital Strategy Reports for 2020/21	<ul style="list-style-type: none"> • Service Director - Performance And Improvement 		For Committee Members to consider the Council's Treasury Management
Council Priorities 2020/21	<ul style="list-style-type: none"> • Service Director Democratic Services & Communications • Service Director - Performance And Improvement 		Pre-scrutiny of the Council Priorities 202/21
Treasury Management Annual Report (Usually reported to F&P in September)	<ul style="list-style-type: none"> • Service Director - Performance And Improvement 		For Committee Members to consider the Council's Treasury Management Annual Report

O&S- Ongoing Matters for Future Review:-

Update on the RCT Scrutiny Review –'Fit for the Future'

The development of future transport infrastructure in response to the South Wales Metro - Scrutiny Working Group

Local Development Plan (LDP) - Review of the Local Development Plan for RCT

Fire Risk Assessments – A review of procedures for Council owned/occupied buildings

Wales Audit Office – Rhondda Cynon Taf Annual Improvement Report

Crime & Disorder Committee - County Lines & Protection of Vulnerable People' and 'Violence against Women, Domestic Abuse and Sexual Violence

Working Group Updates

DRAFT

APPENDIX B



Cabinet Work Programme.

Forward plan of proposed Cabinet Business for the 2019/20 Municipal Year Extended

Specific Period: -June 2020 – August 2020.

(Summary of proposed Key Decisions coming forward for Cabinet Members consideration.)

N.B – The work programme is subject to change to take account of any additional / deletion of reports, including any new consultative documents or legislative initiatives from the Welsh Government, which require urgent attention.

Contact: Hannah Williams (Tel No. 01443 424062)

Key Decision	Brief Outline	Report Status	Decision Maker (Cabinet / Delegated Decision (DD))	Proposed Date	Cabinet Member / responsible Officer	Open / Exempt Report	Consultation to be undertaken prior to Decision being made?
CHIEF EXECUTIVE							
JUNE							
Cabinet Work Programme	In line with the Council's Constitution there is a need to advise and publish the Cabinet Work Programme.	Continuous	Cabinet	Every 3 months June 20 September 20 December 20 March 21	Leader of the Council, Councillor A Morgan. Service Director, Democratic Services & Communication – C Hanagan	Open	<ul style="list-style-type: none"> • Cabinet Members • SLT • Overview & Scrutiny
Council Infrastructure Projects - Supporting the Local Economy During Coronavirus	To update Cabinet on the action taken to continue to safely deliver key infrastructure and construction projects during the current COVID 19 pandemic to support businesses and help support the local economy.		Cabinet	June 2020	Leader of the Council Councillor A Morgan Chief Executive – C Bradshaw		
The Financial Implications of Covid 19	To receive an update on the financial	As agreed by Cabinet	Cabinet	June 2020	Leader of the Council, Councillor A Morgan.		<ul style="list-style-type: none"> • Cabinet Members • SLT

	implications of Covid 19 upon the Council19				Director of Finance & Digital Services - B Davies		<ul style="list-style-type: none"> Overview & Scrutiny
Safer Buildings - Social Distancing & Other Safety Measures in Council Offices, Schools and Other Public Buildings as the Lockdown is lifted	To receive an update on the action taken to ensure the Council's buildings, including schools, can be opened safely to Members, staff, pupils and the general public maintaining safe social distancing and other appropriate safety measures during the current COVID 19 pandemic.		Cabinet	June 2020	Councillor M Norris. Director of Corporate Estates – D Powell		
JULY							
Council's Performance & Resources Report	To provide Cabinet with an overview of the Council's performance, both from a financial and operational perspective	Continuous		Quarter 4 – July 2020 Quarter 1 – September 2020 Quarter 2 – November 2020 Quarter 3 – March 2021	Councillor M Norris. Director of Finance & Digital Services - B Davies	Open	<ul style="list-style-type: none"> Report is presented to Overview and Scrutiny Committee (interim basis) following consideration by cabinet

Council Priorities (Recovery)	To consider the Councils Priorities for the year including recovery from the current Covid 19 pandemic (in line with the requirements of the Local Government Measure and the WFG Act)		Cabinet and Council	July 2020	Leader of the Council Councillor A Morgan Chief Executive – C Bradshaw	Open	
Corporate Asset Management Plan Interim Update	To brief members on progress with the plan		Cabinet	July 2020	Councillor M Norris. Director of Corporate Estates – D Powell	Exempt	
Medium Term Financial Planning Arrangements – Interim Update	To provide Members with an update on the Medium Term Financial Planning arrangements for 2020/2021 – 2023/2024		Cabinet	July 2020	Councillor M Norris. Director of Finance & Digital Services - B Davies	Open	<ul style="list-style-type: none"> • Cabinet Members • SLT • Overview & Scrutiny
Corporate Safeguarding	To receive information in respect of Corporate Safeguarding		Cabinet	July 2020	Leader of the Council Councillor A Morgan Chief Executive – C Bradshaw	Open	
ONGOING UPDATES							
The Council's Response to Covid-19	To formally receive a service update on the Council's service response to the Covid-19 pandemic	Continuous	Cabinet	When Applicable	Leader of the Council, Councillor A Morgan, Chief Executive – C Bradshaw	Open	<ul style="list-style-type: none"> • Cabinet Members • SLT • Overview & Scrutiny

Council Tax Premium on Empty Properties	To receive the consultation feedback		Cabinet	When Applicable	Councillor M Norris. Director of Finance & Digital Services - B Davies		
Brexit	To receive a verbal update in respect of Brexit		Cabinet	When appropriate	Leader of the Council, Councillor A Morgan. Chief Executive – C Bradshaw	Open	
Corporate Plan – Updates on delivery	To receive reports outlining delivery and ambition of the Corporate Plan		Cabinet	When Applicable	Leader of the Council, Councillor A Morgan & Chief Executive, C Bradshaw	Open	
Cardiff Capital Region - City Deal	The need to advise of the progress being made in respect of the City Deal		Cabinet	When Applicable	Leader of the Council, Councillor A Morgan & Chief Executive, C Bradshaw	Open	
Staff Panel Report	To receive details of the proposals put forward by the Council's Staff Panel in respect of efficiency savings and smarter ways of working		Cabinet	When Applicable	Councillor M Webber & Service Director, Democratic Services & Communication - C Hanagan	Open	
Scrutiny Recommendations	To receive recommendations coming forward following a scrutiny review.		Cabinet	Continuous	Specific to the Scrutiny Review undertaken	Open	

Write off of irrecoverable Debts	Need to provide Cabinet with a position statement on irrecoverable debts		Cabinet	Continuous / When Applicable	Leader of the Council, Councillor A Morgan & Councillor M Norris. Director, Finance & Digital Services – B Davies	Exempt	
Update on the work of the Climate Change Steering Group	To provide Cabinet Committee with an update on the recent matters considered by the Climate Change Steering Group	Continuous	Cabinet	Continuous / When Applicable	Climate Change Champion – R Lewis Chief Executive – C Bradshaw	Open	Climate Change Steering Committee

PROSPERITY, DEVELOPMENT AND FRONTLINE SERVICES

JUNE

Public Space Protection Order (PSPO) Review	To review the Public Space Protection Order (PSPO) agreed in 2017, in-line with statutory requirements.		Cabinet	June 2020	Cabinet Members A Crimmings and R Lewis Group Director – Prosperity, Development & Frontline Services – N Wheeler, Director Public Health – Mr Paul Mee		<ul style="list-style-type: none"> • Cabinet Members • SLT
Safer Places – Social Distancing in Town Centres and Public Places During Coronavirus	To update Cabinet on the action taken to assist our community to maintain safe social distancing when visiting our town centres and parks		Cabinet	June 2020	Leader of the Council Councillor A Morgan and Councillor R Bevan Director – Prosperity, Development – S Gale		

	during the current COVID 19 pandemic.						

ONGOING UPDATES

Highways Investment Scheme	To receive regular updates in respect of the Highways Investment Scheme		Cabinet		Leader of the Council Councillor A Morgan. Group Director – Prosperity, Development & Frontline Services – N Wheeler		
Review of Mainstream School Transport Provision	Need to provide Cabinet with the outcomes of the periodic review of the Council’s mainstream School Transport Provision		Cabinet	Periodic Review / when applicable	Leader of the Council, Councillor A Morgan. Group Director – Prosperity, Development & Frontline Services – N Wheeler	Open	
Porth Town Centre Strategy	To receive updates as and when applicable		Cabinet	When appropriate	Councillor R Bevan Director of Prosperity & Development - S Gale		
Scrutiny Recommendations	To receive any recommendations coming forward following a scrutiny review.		Cabinet	Continuous / When Applicable	Specific to Scrutiny Review undertaken	Open	<ul style="list-style-type: none"> • Scrutiny

COMMUNITY AND CHILDREN’S SERVICES

JUNE

JULY

ONGOING UPDATES

Modernisation of Residential Care and Day Care for Older People – Consultation feedback	To receive the consultation feedback		Cabinet	When Applicable	Councillor G Hopkins, Group Director Community & Children’s Services – G Isingrini		Overview and Scrutiny Committee
SS&WB Board Development	To consider any updates as appropriate in respect of the SS&WB Board		Cabinet	Continuous / When Applicable	Councillor G Hopkins. Group Director Community & Children’s Services – G Isingrini	Open	
Regional Transformation Agenda	To receive an update on the regional transformation agenda		Cabinet	When Applicable	Councillor G Hopkins and Group Director Community & Children’s Services – G Isingrini		
Development of Community Hubs	To consider the development of Community Hubs across the County Borough		Cabinet	Continuous / When Applicable	Councillor R Lewis Director, Public Health, Protection & Community Services – P Mee	Open	
Extra Care Strategy	To receive update reports on the Councils progress in respect of delivery of the Extra Care Strategy		Cabinet	Continuous / When Applicable	Councillor G Hopkins. Group Director Community & Children’s Services – G Isingrini	Open	
Advocacy	To provide Cabinet with an update in respect of advocacy		Cabinet	When Applicable	Councillor G Hopkins and Group Director Community & Children’s Services – G Isingrini		

Cwm Taf MASH Annual Report	To receive the Annual report of the Cwm Taf MASH		Cabinet	When Applicable	Councillor G Hopkins. Group Director Community & Children's Services – G Isingrini	Open	
Social Services & Wellbeing Act	To provide updates as and when necessary on the Council's duties in respect of the Act		Cabinet	Continuous / When Applicable	Councillor G Hopkins. Group Director Community & Children's Services – G Isingrini	Open	
Local Air Quality Management Reports	To provide details of the Local Air Quality Management Reports		Delegated Decision	Continuous / When Applicable	Councillor R Lewis Director, Public Health, Protection & Community Services – P Mee	Open	
Scrutiny Recommendations	To receive any recommendations coming forward following a scrutiny review.		Cabinet	Continuous / When Applicable	Specific to Scrutiny Review undertaken	Open	<ul style="list-style-type: none"> • Scrutiny

EDUCATION AND INCLUSION SERVICES

JUNE

Review of Learning Support Class provision for pupils with social, emotional, behavioural (SEBD) and significant	To receive consultation feedback and agree a way forward.		Cabinet	June 2020	Councillor J Rosser. Director, Education & Inclusion Services -G Davies		
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additional learning needs (ALN)							
JULY							
RCT SACRE Annual Report	To receive the annual report of RCT SACRE		Cabinet	July 2020	Councillor J Rosser. Director, Education & Inclusion Services - G Davies	Open	
ONGOING UPDATES							
Scrutiny Recommendations	To receive any recommendations coming forward following a scrutiny review.		Cabinet	Continuous / When Applicable	Specific to Scrutiny Review undertaken	Open	<ul style="list-style-type: none"> • Scrutiny
21 st Century Schools	To receive any updates in respect of the 21 st Century Schools Programme		Cabinet	Continuous / When Applicable	Councillor J Rosser. Director, Education & Inclusion Services -G Davies	Open	