

RHONDDA CYNON TAF COUNTY BOROUGH COUNCIL

MUNICIPAL YEAR 2016/17

**PUBLIC SERVICE DELIVERY,
COMMUNITIES AND PROSPERITY
SCRUTINY COMMITTEE**

4th JULY 2016

AGENDA ITEM No. 3

DRAFTING A SCRUTINY WORK PROGRAMME FOR THE 2016/17 MUNICIPAL YEAR
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REPORT OF THE DIRECTOR OF LEGAL AND DEMOCRATIC SERVICES

1. PURPOSE OF THE REPORT

To devise a rolling work programme for the Public Service Delivery, Communities and Prosperity Scrutiny Committee for the 2016/17 municipal year.

2. RECOMMENDATIONS

It is recommended that Members of the Public Service Delivery, Communities and Prosperity Scrutiny Committee:

- 2.1 Identify potential work topics and instruct officers to compile relevant information on these areas to enable Committee to determine whether they should be part of the 2016/17 Work Programme (at its September 2016 meeting);
- 2.2 Agree an initial list of work topics for the 2016/17 Municipal Year (as set out in **Appendix 3**), as informed by the work of the Committee during 2015/16.

3. BACKGROUND INFORMATION

- 3.1 Members will recall that the approach used to assist the Public Service Delivery, Communities and Prosperity Scrutiny Committee in devising a work programme for the 2015/16 municipal year commenced in July 2015 when Members identified a list of service areas/themes that came within the remit of the Committee.
- 3.2 From a long list of topics identified and by applying a set criteria the Committee produced a shortlist of potential topics from which the 2015/16 Work Programme was agreed. Thereafter, the Scrutiny Committee set out a timetable for the delivery of its Work Programme and the method of scrutiny to be applied to each agreed topic area.

3.3 Following on, during the 2015/16 municipal year reviews were undertaken in more detail which resulted in recommendations being formulated , the impact of which was set out in the Overview and Scrutiny 2015/16 Annual Report that was reported to Council on 25th May 2016. This report can be viewed by clicking [here](#).

3.4 Given the size of the 2015/16 Work Programme, it was determined that an element of flexibility would be applied so that topics could be re-visited as the Committee gained a better understanding of the areas assigned to it. In view of this, it was determined that the programme of work should become a ‘rolling’ work programme.

4. DEVISING A SCRUTINY WORK PROGRAMME FOR THE MUNICIPAL YEAR 2016/17

4.1 To assist Members’ thinking when devising their work programme, key sources of information that may be helpful are set out below.

Service areas within the remit of the Committee

4.2 Table 1 sets out the service areas that come within the remit of the Public Services, Communities and Prosperity Scrutiny Committee.

Table 1 – Service areas within the remit of the Committee

Waste Services	Tourism	Corporate Estates
Streetcare	Parks	Finance
Highways	Countryside	Human Resources
Economic Development	Communities First	Legal
Cultural Services	Customer Care	Procurement
Museum	Community Safety	

Crime and Disorder - As Members will recall, it was agreed at the Council AGM 2015 that the Public Service Delivery, Communities and Prosperity Scrutiny Committee be the Council’s designated Crime and Disorder Committee (under Sections 19 and 20 of the Police and Justice Act, 2006) and is required to meet at least once a year in this capacity.

2015/16 performance results against nationally set performance indicators

4.3 **Appendix 1** sets out the Council’s 2015/16 performance against nationally set performance indicators that come within the remit of the Public Service Delivery, Communities and Prosperity Scrutiny Committee i.e. for Waste, Streetcare, Highways and Library related services. Members will note that:

- The latest all Wales comparative performance information (i.e. relating to 2014/15) has been used together with also including the Council's performance for the previous two financial years; and
- No national performance indicators have been set for the other services allocated to the Public Service Delivery, Communities and Prosperity Scrutiny Committee (i.e. over and above Waste, Streetcare, Highways and Library related Services).

4.4 Members may wish to consider in more detail where the Council's performance is within the bottom quartile compared to other councils in Wales i.e. 'The Number of visits to Public Libraries during the year, per 1,000 population'.

Overview and Scrutiny 2015/16 Annual Report

4.5 Through its work during 2015/16, the Public Service Delivery, Communities and Prosperity Scrutiny Committee identified a number of areas for on-going attention in 2016/17, as set out in the Overview and Scrutiny Annual Report for 2015/16. These were:

- Community Recycling Centres - to continue to look at and monitor the performance of the Community Recycling Centres to assess their impact on the overall recycling rates.
- Mobile Library Service:
 - To receive and consider the results of the Customer Survey to assess customer satisfaction and identify any additional needs; and
 - To review the relevant data in respect of the new routes and make sure that the Council is delivering a service that meets the needs of residents.

4.6 For Members' information, the proposed initial list of work topics for the 2016/17 Municipal Year (as set out in Section 5 below) incorporates the areas of Community Recycling Centres and Mobile Library Service.

Corporate Performance Report 2016/17

4.7 Between March and May 2016 three Scrutiny Working Groups were established to assess the Council's performance during 2015/16 and priority action plans for 2016/17, both of which are to be reported to Council on the 29th June 2016 as part of a document called 'Corporate Performance Report 2016/17'. A copy of this report can be viewed by clicking [here](#) .

- 4.8 As part of identifying potential work topics, the 'Corporate Performance Report 2016/17' is suggested as a key source of information to inform Members considerations.
- 4.9 In having regard to the above sources of information together with the local knowledge and insight of Members, the Committee may also wish to consider building some flexibility into the Work Programme to be able to accommodate specific referrals, for example, from Cabinet, Audit Committee or the Finance and Performance Scrutiny Committee.
- 4.10 Subject to Members views on potential topic areas, further information will be compiled by Officers to enable the Committee to make informed decisions on the content of its 2016/17 Work Programme (at the September 2016 meeting). As part of this process, the criteria as set out at **Appendix 2** is proposed to be applied and Members are requested to provide feedback on its adequacy and whether or not amendments are required.

5. **INITIAL LIST OF WORK TOPICS FOR THE 2016/17 MUNICIPAL YEAR**

- 5.1 As Members will be aware, the Public Service Delivery, Communities and Prosperity Scrutiny Committee identified a number of topic areas to carry forward from 2015/16 into the 2016/17 Municipal Year. This information has been used to inform the compilation of an initial list of work topics for 2016/17 (and is set out at **Appendix 3**).
- 5.2 Members are requested to consider the initial list of topic areas and, if deemed appropriate, approve their inclusion on the Work Programme to enable timely commencement of the Committee's work.

6. **Training**

- 6.1 In addition to the fundamental scrutiny skills of questioning, challenging and listening, Members are asked to consider what skills / knowledge could be enhanced to help further improve their impact as a Scrutiny Member, for example, should more regard be paid to the specific topics which feature within the individual Scrutiny Work Programme and focussed training aligned to these?

2015-16 Performance (RCT and All Wales) compared with 2013-14 & 2014-15

Public Services Delivery &
Prosperity

		Performance												
		2013/14		2014/15			2015/16							
PI Ref:	Nationally Set Data Description	RCT Actual	What was our position in Wales in 2013/14 (Quartile)	RCT Actual	2014/15 All Wales Average	What was our position in Wales in 2014/15 (Quartile)	RCT Actual	How does our 2015/16 performance compare with 2013/14 Actual	How does our 2015/16 performance compare with 2014/15 Actual	How does our 2015/16 data compare with the 2014/15 Wales Average	2015/16 Target	Did we meet our 2015/16 target	What was our position comparing our 2015/16 data with the rest of Wales for 2014/15 (Quartile)	Was our position in Wales 2015/16 better or worse than 2014/15 (Quartile)
LCL/001b	No. of visits to Public Libraries during the year, per 1,000 population	6,189	2	4,819	5,526	3	3,110	Worse	Worse	Worse	4,819	No	4	Worse
WMT/004b	% of municipal waste sent to landfill	41.56	3	34.98	29.38	3	22.59	Better	Better	Better	42.00	Yes	2	Better
WMT/009b	% of municipal waste collected by local authorities and prepared for reuse and/or recycling, including source segregated biowastes that are composted or treated biologically in another way	49.31	4	53.82	56.24	3	60.49	Better	Better	Better	58.00	Yes	1	Better
STS/006	% of reported fly tipping incidents on relevant land cleared within 5 working days	99.26	1	97.72	93.05	1	97.81	Worse	Better	Better	95.00	Yes	1	Same
STS/005b	% of highways inspected of a high or acceptable standard of cleanliness	99.7	1	99.7	96.9	1	100.0	Better	Better	Better	95.0	Yes	1	Same
THS/012	% of principal (A) roads, non-principal (B) roads and non-principal (C) roads that are in overall poor condition	9.9	3	9.3	11.9	3	8.6	Better	Better	Better	10.0	Yes	2	Better

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PUBLIC SERVICE DELIVERY, COMMUNITIES & PROSPERITY SCRUTINY COMMITTEE

APPENDIX 2

PROPOSED CRITERIA TO APPLY TO INFORM THE SELECTION OF WORK TOPICS FOR 2016/17

Service area / theme	Possible topic		Is it line with a corporate priority?	How well is the service performing?	Does it represent a high financial risk?	Is it identified as a strategic risk?	Is scrutiny likely to impact in service improvements or other measurable benefits?	Will the outcome involve additional expenditure and is it likely that such resources will become available?	Is the scrutiny activity timely – will changes be possible at this stage?	Include as a shortlisted topic?
	Topic area	High level scope			Yes / No	Yes / No	Yes / No	Yes / No	Yes / No	Yes / No
Waste Services										
Streetcare										
Highways										
Economic Development										
Cultural Services										
Museum										
Tourism										
Parks										
Countryside										
Communities First										
Customer Care										
Community Safety										
Crime and Disorder										
Corporate Functions										
Estates										
Finance										
Human Resources										
Legal										
Procurement										

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APPENDIX 3

**PUBLIC SERVICE DELIVERY, COMMUNITIES & PROSPERITY SCRUTINY COMMITTEE
PROPOSED INITIAL LIST OF WORK TOPICS FOR THE 2016/17 MUNICIPAL YEAR**

July 16	September 16	October 16	November 16	December 16	January 17	February 17	March 17
<p>Draft Work Programme</p> <p>Update on the performance of the Llantrisant and Treherbert Community Recycling Centres</p> <p>Consider the report & recommendations for the two Scrutiny Reviews</p> <ul style="list-style-type: none"> • Participation in Recycling • Bids & Tenders 	<p>Confirm Work Programme</p> <p>Review of the Mobile Library Service</p> <p>Ombudsman Report –complaints of Maladministration</p>	<p>Track progress to the recommendations in respect of the two scrutiny reviews:-</p> <ul style="list-style-type: none"> • Participation in Recycling • Bids & Tenders 	<p>Update on the delivery of the Highways/ Transportation infrastructure investment programme (as agreed by Council on 28th Oct 15 and 10th March 16)</p>	<p>RCT's Welsh Public Library Standards Annual Assessment Report 2015/16</p>	<p>Crime & Disorder Committee- Update re Community Safety Services & Programmes</p>		<p>Scrutiny Annual Report preps</p>

- Visits to Bryn Pica and Viridor in Cardiff (Hold a meeting at Bryn Pica)

