



**RHONDDA CYNON TAF COUNTY BOROUGH COUNCIL**

**PUBLIC SERVICE DELIVERY, COMMUNITIES & PROSPERITY SCRUTINY  
COMMITTEE 14<sup>th</sup> NOVEMBER 2019**

**SCRUTINY FORWARD WORK PROGRAMMES**

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

**1 PURPOSE OF THE REPORT**

- 1.1 The purpose of the report is seek Members proposals to develop a forward work programme for the next six months. Members are asked to consider the draft forward work programme (attached as Appendix 1) and determine whether the items included (particularly from January 2020 –March 2020) are relevant and in line with the terms of reference of the Public Service Delivery, Communities & Prosperity Scrutiny Committee.

**2 RECOMMENDATIONS**

It is recommended that the Public Service Delivery, Communities Scrutiny Committee.:-

- 2.1 Review and agree the draft Public Service Delivery, Communities & Prosperity Scrutiny Committee.
- 2.2 Scrutiny Committee Work Programme for the Municipal Year 2019/20 (which now includes work programme topics from January to April 2020);
- 2.3 Identify any additional items Members wish to consider including in the forward work programme; and
- 2.4 Consider any training requirements that will assist Members in their role.
- 2.5 Consider providing the necessary flexibility to accommodate pre-scrutiny opportunities and early engagement in policy development; Members should also consider providing the opportunity for consideration of items generated through future public engagement.

### **3 BACKGROUND INFORMATION**

- 3.1 Members will recall that at a meeting of the Overview & Scrutiny Committee, held on the [1st July 2019](#), a report was presented by the Service Director of Democratic Services & Communications, which outlined a number of changes to the Scrutiny arrangements in Rhondda Cynon Taf.
- 3.2 One of the improvements included the development of a more streamlined forward work programme, which contained less items for consideration at each committee meeting to allow for more in depth review of topics and potential referrals from Council, Audit Committee and other sources.
- 3.3 Initially, the scrutiny work programmes were developed on a six monthly basis (up until December 2019) so as to give each individual scrutiny committee the opportunity to take stock and review their respective programmes going forward. The attached draft work programme contains items for consideration for the remaining Municipal Year, from January 2020 to March 2020.
- 3.4 The attached draft work programme has been compiled from current business identified and matters relating to the Council's Corporate Performance themes and priorities.
- 3.5 When setting their work programme Members are asked to consider and acknowledge their role relating to the Well-being of Future Generations Act goals and the importance of ensuring that the decisions of the Council are progressed through the lenses of the Act.
- 3.6 The proposed work programme also incorporates matters previously identified by Scrutiny members such as:-
- Capital Programme for Highways, Transportation and Strategic Projects;
  - South Wales Parking Group (SWPG) Update;
  - Continuing to challenge the Council's Municipal Recycling rates.
- 3.7 A series of Cabinet/Scrutiny engagement sessions were held throughout October between the Scrutiny Chairs, Vice Chairs, respective Cabinet Members and Senior Leadership Officers, which supported the Scrutiny arrangements going forward and also informed the respective forward work programmes.

### **4. TRAINING**

- 4.1 To assist Scrutiny Members in fulfilling their role a training session was arranged for all RCT scrutiny members and co-opted members on Friday, 25th October 2019 (9.30am-12.30pm). The session was facilitated by Dr Dave McKenna, a dedicated scrutiny practitioner with ten years' experience including as Manager

of Swansea Council scrutiny team. He has presented at national conferences in Wales and hosted workshops at three Centre for Public Scrutiny annual conferences.

- 4.2 The scrutiny training session was solution focussed and asked Members to consider what works well in their own local authority and what Members are looking to improve by using good practice ideas. One of the key aims of the session was to explore how scrutiny in RCT can have more impact through improved questioning.
- 4.3 Further to the Scrutiny training session, ongoing training requirements are a key consideration and therefore Members are asked to identify any other gaps in their development particularly in relation to undertaking scrutiny of the items listed on the forward work programme.
- 4.4 It is important for all members of scrutiny to engage in the training opportunities provided to support their role.

## **5. PUBLIC ENGAGEMENT**

- 5.1 The Council continues to progress opportunities for the public to engage in the scrutiny process. Further enhancements are underway to provide better access to the business of scrutiny online. This includes providing more user-friendly information to support the public engaging in this important element of the Council's democratic processes and overall governance functions.
- 5.2 Members are asked to consider the Council's Scrutiny Public Engagement Protocol, agreed by the Overview & Scrutiny Committee on the [13<sup>th</sup> December 2018](#).
- 5.3 The Overview & Scrutiny Committee will shortly consider subject areas to be promoted through social media, for the public, to select as matters for scrutiny to explore and consider. Members are asked to provide flexibility in their work programmes to allow sufficient opportunity for scrutiny of these areas, where they fall within the remit of the committee.

## **6. CONCLUSION**

- 6.1 Determining its own work programme and deciding on what evidence to seek to fulfil its scrutiny role; asking relevant and timely questions at meetings and participating in activities that the Committee has agreed to pursue outside of its formal meetings are all key to effective scrutiny.
- 6.2 The Council is continuing its work to strengthen its scrutiny arrangements and these enhancements support the council in responding to the findings arising from the recent WAO report and will further strengthen governance and accountability arrangements.

## **7 EQUALITY AND DIVERSITY IMPLICATIONS**

- 7.1 There are no Equality and Diversity implications arising from this report and no Equality Impact Assessment is deemed necessary for the purposes of this report.

## **8 CONSULTATION**

- 8.1 The considerations and comments of Scrutiny Chairs and Vice-Chairs have been sought in respect of the forward work programmes and it will be for the Members of the Public Service Delivery, Communities & Prosperity Scrutiny Committee to review and agree its own work programme at its meeting on the 14<sup>th</sup> November 2019.

## **9 FINANCIAL IMPLICATIONS**

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

## **10 LEGAL IMPLICATIONS OR LEGISLATION CONSIDERED**

- 10.1 There are no legal implications as a result of the recommendations set out in the report.

## **11 LINKS TO CORPORATE AND NATIONAL PRIORITIES AND THE WELL-BEING OF FUTURE GENERATIONS ACT**

- 11.1 The proposals to address the WAO report proposals includes arrangements to strengthen the Council's consideration and scrutiny of its work, through 'the lens of the requirements of the Well-being of Future Generations Act'. These arrangements will be embedded into the business of the Council as set out in the Policy Statement agreed by Cabinet [on 2 November 2016](#).
- 11.2 The proposals outlined within the report will work to ensure a sustainable and robust scrutiny structure is in place, which will effectively challenge policy decisions taken forward.

## **SCRUTINY WORK PROGRAMMES**

### **Public Service Delivery, Communities & Prosperity Scrutiny Committee**

***'Holding the Executive to account in respect of all three priorities within the Council's Corporate Plan....Economy (Building a strong economy), People (Promoting independence and positive lives for everyone), Place (Creating neighbourhoods where people are proud to live and work).'***

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. For this reason the Scrutiny Work Programmes will be published for a 6 month period and reviewed every quarter.

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

Date/Time	Overarching Item	Officer	Cabinet Member	Invited/ In attendance	Scrutiny Focus
<b>11<sup>th</sup> July 2019, 5pm Committee Room 1, Clydach Vale</b>	<ul style="list-style-type: none"> <li>Public Service Delivery, Communities &amp; Prosperity Scrutiny Work Programme</li> </ul>	Service Director of Democratic Services & Communications  Group Director, Prosperity, Development & Frontline Services			<b>Scrutiny &amp; Challenge –</b> For Members of the Public Service Delivery, Communities & Prosperity Scrutiny Committee to consider their work programme for 2019/2020.
	<ul style="list-style-type: none"> <li>Training Needs</li> </ul>	Group Director, Prosperity, Development & Frontline Services  Service Director of Democratic Services & Communications			To consider and develop a schedule of training requirements for members of the Public Service Delivery, Communities & Prosperity Scrutiny Committee.
	<ul style="list-style-type: none"> <li>The Council's plastic waste policy (and other recycling developments)</li> </ul>	Group Director, Prosperity, Development & Frontline Services			<b>Scrutiny &amp; Challenge –</b> To review the Council's plastic waste policy.
<b>12<sup>th</sup> September 2019, 5pm Council Chamber, Clydach Vale</b>	<ul style="list-style-type: none"> <li>Cabinet &amp; Scrutiny Engagement Session</li> </ul>	Group Director, Prosperity, Development & Frontline Services	Cabinet Member for Environment, Leisure & Heritage Services	✓	<b>Scrutiny &amp; Challenge –</b> Consider the progress made In advancing the portfolio responsibilities of the Cabinet Member for Environment, Leisure & Heritage Services.
	<ul style="list-style-type: none"> <li>Update on the Scrutiny Working Group "Recycling in Communal Areas"</li> </ul>	Group Director, Prosperity, Development & Frontline Services			<ul style="list-style-type: none"> <li>To receive an update on the findings to date of the Scrutiny Working Group to include draft recommendations.</li> </ul>

<p><b>14<sup>th</sup> November 2019, 5pm</b>  <b>Council Chamber,</b>  <b>Clydach Vale</b></p>	<ul style="list-style-type: none"> <li>• Review of the Scrutiny Work Programme</li>   <li>• Capital Programme for Highways, Transportation and Strategic Projects.</li>   <li>• Quarterly Review of the Council's municipal recycling rates</li> </ul>	<ul style="list-style-type: none"> <li>• Service Director of Democratic Services &amp; Communications</li>   <li>• Group Director, Prosperity, Development &amp; Frontline Services</li>   <li>• Service Director, Frontline Services</li>   <li>• Group Director, Prosperity, Development &amp; Frontline Services</li> </ul>			<p><b>Scrutiny &amp; Challenge</b></p> <ul style="list-style-type: none"> <li>• Is the Work Programme suitable and relevant to the Terms of Reference?</li> <li>• Does the Work Programme illustrate clear outcomes and objectives?</li> <li>• Members of the Committee to provide comment in relation to the Work Programme.</li> </ul> <p><b>Scrutiny &amp; Challenge –</b>  To assess the detailed Capital Programme for Highways, Transportation and Strategic Projects.</p> <p><b>Scrutiny &amp; Challenge –</b>  To receive a quarterly review of the Council's Municipal recycling rates as part of the Council's ongoing waste and recycling strategy</p>
<p><b>16<sup>th</sup> January 2020, 5pm</b>  <b>Council Chamber,</b>  <b>Clydach Vale</b></p>	<ul style="list-style-type: none"> <li>• Training Session – 'Understanding the Council's Budget'</li> </ul>	<ul style="list-style-type: none"> <li>• Service Director - Finance &amp; Improvement Services</li> </ul>			<ul style="list-style-type: none"> <li>• To provide Members with the Council's medium term financial plan (and future consideration for Members)</li> </ul>

	<ul style="list-style-type: none"> <li>Rhondda Cynon Taf's Open Spaces – Parks, Play areas and Pitches</li> </ul>	<ul style="list-style-type: none"> <li>Group Director, Prosperity, Development &amp; Frontline Services</li> </ul>			<p><b>Scrutiny &amp; Challenge –</b> To review the parks, play areas and pitches across the County Borough to ensure they are fit for purpose.</p>
<p><b>27<sup>th</sup> February 2020, 5pm Council Chamber, Clydach Vale</b></p>	<ul style="list-style-type: none"> <li>South Wales Parking Group (SWPG) Update</li> </ul>	<ul style="list-style-type: none"> <li>Group Director, Prosperity, Development &amp; Frontline Services</li> <li>Parking Services &amp; Enforcement Manager</li> </ul>			<p><b>Scrutiny &amp; Challenge –</b> To assess the progress made in relation to Civil Parking Enforcement since Scrutiny received a report in January 2019.</p>
<p><b>26<sup>th</sup> March 2020, 5pm Council Chamber, Clydach Vale</b></p>	<ul style="list-style-type: none"> <li>Streetcare Services</li> </ul>	<ul style="list-style-type: none"> <li>Group Director, Prosperity, Development &amp; Frontline Services</li> </ul>			<p><b>Scrutiny &amp; Challenge –</b> To receive a report outlining this service area, to assess the outcome/impact on the residents of RCT.</p>

**Other Areas for exploration:-**

PSPO – Dog Fouling

Town Centre Street Furniture

**Training Requirements:-**

To be considered at the first Scrutiny Committee in July

**Current Scrutiny Working Groups:-**



Recycling in Communal Areas

**Site Visits**

Materials Recovery Facility (MRF) & Education Centre, Bryn Pica (November 2019)

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