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MINUTES OF A MEETING OF THE JOINT CHAIRS AND VICE-CHAIRS STEERING GROUP HELD AT COMMITTEE ROOM A - COUNTY HALL, LLANDRINDOD WELLS, POWYS ON TUESDAY, 5 DECEMBER 2017

PRESENT: Mr J Brautigam (Chair)

County Councillors D R Jones, JG Morris, G I S Williams and E Durrant

Officers: Ian Budd (Director of Education), Peter Jones (Professional Lead - Corporate Insight), Liz Patterson (Scrutiny Officer), Clive Pinney (Solicitor to the Council), David Powell (Acting Chief Executive), Lisa Richards (Scrutiny Officer) and Wyn Richards (Scrutiny Manager and Head of Democratic Services)

1. APOLOGIES

Members: County Councillor Pete Roberts

Officers: Jeremy Patterson (Chief Executive), Mark Evans (Acting Strategic Director – Resources), Emma Palmer (Strategic Business Manager to the Chief Executive)

2. DRAFT NOTES - FOR CONSIDERATION

Documents Considered:

- Draft Notes – 7th November, 2017

Issues Discussed:

- The Steering Group noted that the letter to the Leader regarding the Public Service Board had been drafted but not completed.
- The Chair indicated that he had received a response from the HR Manager – Operations regarding absenteeism figures. It was noted that the Chair believed there to be discrepancies in the data provided which would need to be re-checked. He would discuss these issues with the Acting Strategic Director – Resources. There were also issues in relation to the Adult Social Care data provided.

Outcomes:

- **Noted.**

3. WORK PROGRAMME

Documents Considered:

- Report of the Scrutiny Manager and Head of Democratic Services

Issues Discussed:

- Item 1.1 – Items from the Last Meeting
 - Options Appraisal
 - This is not proceeding as quickly as it could. The current focus is on the Children's and Adults Services inspections. There is current work around the ongoing projects, but there is a need for further discussion between the Council and Health on deeper integration. The fundamental issues are around the funding differences between Powys and Health.

- The Adult Social Care inspection is expected to take place in the last two weeks of January 2018.
- One aspect of work that scrutiny could consider is what progress has been made with integration to date and also what are the barriers to integration – discuss as part of work programme at January 2018 meeting.
- Revised Care Fee – not being considered by Cabinet until February 2018 – amend scrutiny date.
- Office Accommodation – North Powys – set scrutiny date for week commencing 19/02/18
- Rights of Way Improvement Plan – review scrutiny date set for 01.03.18
- Item 1.2 – Items suggested by the Scrutiny Team
 - Review of Farms Policy – scrutinise in week commencing 29/01/18
 - Health and Care Plan
 - The employment numbers were incorrect as the data had not been cleansed especially for Children’s and Adults Services. The HR dashboard had been considered by the Management Team and managers had been asked to cleanse this information. The Acting Chief Executive would check on the data and then this would be reported to the Employment Committee.
 - There was no integration of systems between schools and the Council and the Council also did not have a line of sight for employment in schools.
 - Health and Care Plan to be scrutinised in week commencing 19/02/18
 - There would be a need to integrate the scrutiny of the action plans for Children’s and Adults Services into the overall scrutiny work programme.
 - Homelessness – scrutinise in week commencing 15/10/18
- Item 2.1 – Items referred by Members / Committees
 - Heart of Wales Property Services (HOWPS) (Councillor David Selby)
 - The Steering Group noted that officers were taking performance issues seriously and a warning letter had been sent to HOWPS as well as meetings held with their officers. Key Performance Indicators had now been provided by HOWPS which was a requirement of the contract. It was reported that there had been an improvement in performance but monitoring of the situation was continuing. There were weekly meetings being held between the Strategic Director – Place and Kier.
 - With regard to schools they had been advised to contact HOWPS through the contact numbers provided to them. Any other issues were discussed at the weekly meetings.
 - It was suggested that a scrutiny review of HOPWS would be inappropriate until at least a year of operation had been completed. However the Strategic Director – Place would be invited to attend the next meeting of Scrutiny Committee A to update Members on the current position.
- Item 2.5 – Scrutiny Work Programme

- HTR Commissioning to be removed from the scrutiny work programme as the Cabinet was no longer progressing with this. To be replaced with the HTR Transformation project.

Outcomes:

Action	Action By / Completion Date
Agenda item – January 2018 – What progress made with integration with Health and also what are the barriers to integration.	WR 9.1.18
Revised Care Fee – amend scrutiny date	LR
Office Accommodation – North Powys – set scrutiny date for week commencing 19/02/18	LR
Rights of Way Improvement Plan – review scrutiny date set for 01/03/18	LR
Review of Farms Policy – to be scrutinised week commencing 29/01/18	LR
Health and Care Plan to be scrutinised in week commencing 19/02/18	LR / LP
Homelessness Strategy – to be scrutinised week commencing 15/10/18	LR
Strategic Director – Place to be invited to Scrutiny Committee A to provide Members with an update on HOWPS	LR
HTR Commissioning to be replaced in the scrutiny work programme with the HTR Transformation project.	LR

4. DRAFT WELL-BEING PLAN

Documents Considered:

- Draft Well-Being Plan – Final Draft – November 2017

Issues Discussed:

- The Well-Being Plan is to be published by April 2018. The Well-Being Act defined what is meant by short / medium and long term planning. The Well-Being Assessment was the first target.
- The Council has consulted on its vision for what it wants the county to look like in 20 or 25 years time. This led to the creation of the Well-Being objectives. There is also a synergy between the Public Service Board's vision for 2040 and the Council vision to 2025.
- There are 15 Well-Being steps, 3 of which the Public Service Board will delegate to the Regional Partnership Board.
- The revised plan, following the consultation period, will be re-considered by the Steering Group in February, 2018 before it is published towards the end of March.
- The Chancellor's plans for Growing Mid Wales could be referenced in the document.
- Members asked whether there were external factors influencing Powys rather than Powys influencing others? The Steering Group was advised that this was partly picked up in the Well-Being Assessment. Powys also

- tried to pick up what neighbouring authorities' Public Service Boards had found in their assessments.
- Public Service Boards have to report on progress in delivering the objectives in the plan. However they are also being encouraged to work differently rather than just by setting objectives or key performance indicators such as by working with communities. The Public Service Board also cannot rely on the Council only to deliver its well-being plan as the Council has its own well-being targets to achieve.
- Members were asked to submit individual comments on the plan. In addition the scrutiny committees were asked to discuss the plan and submit comments.

Outcomes:

Action	Action By / Completion Date
The Scrutiny Committees be asked to consider the Well-Being Plan and submit comments	LP / LR

5.	CORPORATE LEADERSHIP GOVERNANCE IMPROVEMENT PLAN
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Documents Considered:

- Draft Corporate Leadership and Governance Plan v5.1

Issues Discussed:

- There is a need to get business systems and financial systems to speak to each other or integrate
- Workforce planning targets need to be set to ensure that structures are sustainable. In addition there needs to be a more distributed leadership model down to middle management.
- There needs to be a greater clarity of Member and Officer roles.
- The Plan sits alongside the Childrens and Adults Services Improvement Plans and the Estyn Improvement Conference / Education Improvement Plan. All of these should influence the Corporate Improvement Plan by March 2018.
- It was suggested that the Plan should be discussed by the scrutiny committees with comments being sought on what might not work.
- Members questioned whether there was sufficient capacity within the organisation to deal with this plan and also should be Plan be split up for discussion by Members as some sections were more relevant to the Audit Committee than others (Sections D and F).
- The Plan has been developed arising from inspectorate reports, and they are matters which the Council is required to do.
- The Director of Education indicated that he would provide feedback questions to assist committees in providing responses. Scrutiny would also need to focus on the success criteria.
- It was agreed that Audit Committee would consider sections D and F of the Plan and a Joint Working Group comprising 5 Members each from Scrutiny Committees A and B would consider the remainder of the Plan on 19th January, 2018. The Chairs of the Scrutiny Committees would select the Members from each committee.

Outcomes:

Action	Action By / Completion Date
A joint Working Group comprising 5 Members each from Scrutiny Committees A and B to meet on 19 th January, 2018 to consider the plan.	LP / LR
Audit Committee to consider sections D and F of the Plan	LR

6.	DATES OF FUTURE MEETINGS - FOR INFORMATION
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Documents Considered:

- Report of the Scrutiny Manager and Head of Democratic Services

Issues Discussed:

- None

Outcomes:

- **Noted.**

7.	COMMISSIONING AND PROCUREMENT BOARD
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Documents Considered:

- None

Issues Discussed:

- To note that the request from the Joint Chairs Steering Group that the Chairs of the Scrutiny Committees together with the Chair of the Joint Chairs Steering Group to attend meetings of the Commissioning and Procurement Board was considered at the last meeting of the Board on 21st November, 2017.
- The Board have agreed that the Chairs can attend Board meetings as observers.

Outcomes:

- **Noted.**

8.	PROTOCOL FOR SCRUTINY REPORTS
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Documents Considered:

- None

Issues Discussed:

- It was noted that there had been a concern expressed regarding a recent Audit Committee report which had been discussed at the Committee and at Cabinet, of which the Director of Education had not been made aware prior to its discussion.
- The Scrutiny Manager indicated that this should not have happened and that Heads of Service and Portfolio Holders should be made aware of

- reports from Scrutiny Committees which were to be discussed at the Cabinet.
- Concern was also expressed regarding a recent event in relation to the Car Parking Policy where there was discussion at Cabinet regarding whether the policy should have been considered by scrutiny prior to its consideration by Cabinet.
 - The Steering Group was reminded that the item had been considered as part of the work programme and it had been decided not to scrutinise it as there were other priorities to consider. The Chair of Scrutiny Committee A considered that the policy should be scrutinised before the cabinet meeting on 9th January, 2018. However on being put to the vote this proposal was lost.

Outcomes:

Action	Action By / Completion Date
That Heads of Service and Portfolio Holders be made aware of scrutiny reports to be presented to Cabinet prior to their inclusion on the Cabinet agenda.	LP / LR / WR
That the Car Parking Policy would not be scrutinised prior to its reconsideration by Cabinet on 9th January, 2018.	WR / LR

Mr J Brautigam (Chair)