

# NOTES OF A MEETING OF THE JOINT CHAIRS AND VICE-CHAIRS STEERING GROUP – SCRUTINY, AUDIT AND DEMOCRATIC SERVICES COMMITTEES

19 SEPTEMBER 2014 – COMMITTEE ROOM A, COUNTY HALL, LLANDRINDOD WELLS

**PRESENT:** County Councillor A.W. Davies (Chair).  
County Councillors E.Michael Jones, R.G. Thomas and J.G. Morris.

## **Officers:**

Clive Pinney (Solicitor to the Council), Wyn Richards (Scrutiny Manager), Lisa Richards (Scrutiny Officer), Liz Patterson (Scrutiny Officer), Nick Philpott (Director – Change and Governance), Peter Jones (Programme Office Manager), Dominique Jones (Senior Manager, Organisational Development and Partnership Support).

## **1. Apologies**

County Councillors - County Councillor S.C. Davies, W.T. Jones, T. Turner, and M.J. Dorrance.

Officers – Jeremy Patterson (Chief Executive), David Powell (Strategic Director – Resources), Paul Griffiths (Strategic Director – Place), Amanda Lewis (Strategic Director – People).

## **2. Notes of Last Meeting**

### **Documents Considered:**

- Draft Notes – 18<sup>th</sup> July, 2014.

### **Issues Discussed:**

- Need to fill in list of actions.

### **Outcomes:**

- **Notes Received.**

## **3. Annual Improvement Report.**

### **Documents Considered:**

- Draft Annual Performance Summary 2014.
- Annual Performance Summary 2014.
- Annual Performance Evaluation 2014 – Technical Document.
- Summary of the Scrutiny Challenge of Performance Evaluation Grids for the period April 2013 to March 2014.

### **Issues Discussed:**

- The Summary report has been clarified to indicate the evaluation as to whether the Council had been successful, partially successful etc. In previous years' reports this was not made clear.
- Page 10 – JAFF (Joint Assessment Family Framework) increase – because of the use of partnership groups who could make referrals to social services this had increased the numbers of referrals.
- The Steering Group was reminded of the challenge process and that 91% of comments made had been responded to positively.

- Concerns raised from Social Services in respect of duplication of work between the Annual Improvement Report challenge process and their own process relating to the ACRF (All Council Reporting Framework) would be reviewed.
- Regarding the items which were unsuccessful or partially successful, the Programme Boards would need to decide if these matters were taken forward for additional activity or disregarded in subsequent years' projects. It was possible that for partially successful items, this was all that could be achieved at the time, and therefore there would be a need to move on to other more important targets.

**Outcomes:**

Action	Completion Date	Action By
Report agreed for consideration by the Cabinet and Council	22/10/14	PJ

**4. Proposed Support Project – Budget and Finance Scrutiny.**

**Documents Considered:**

- None.

**Issues Discussed:**

- A programme of seminars was being arranged with dates set for the first two months' meetings. Group Leaders had agreed the membership of the Panel which was to be referred to as the Finance Scrutiny Panel.
- The purpose of the Panel was to be able to examine proposed budget reductions in a non-controversial environment, undertake an examination of assumptions underlying the budget and to provide information to assist the Cabinet in taking decisions.

**Outcomes:**

- Update received.

**5. Wales Audit Office Annual Improvement Report – July 2014.**

**Documents Considered:**

- Wales Audit Office – Annual Improvement Report – Powys County Council, July 2014.
- Summary produced for the Management Team – September, 2014.

**Issues Discussed:**

- Many good points of progress including an improvement in scrutiny.
- Comment regarding the need to improve the Council's internal objective review, although this has partly improved this year due to the role of scrutiny.
- Wales Audit Office (WAO) comfortable with the Council's corporate planning arrangements and will now step back on this and will be more likely to focus on more national and local reviews from now on.
- Adult Social Care contract – question for scrutiny is whether the review being undertaken into how the transfer of service was undertaken is suitable. The Strategic Director – People is undertaking the review to learn from what happened.

- The concern currently is regarding the transfer of leisure services with the Council commencing the tendering process in November. Schools have been consulted as to what facilities they will need, and curriculum arrangements have been built into the contract arrangements.
- With regard to the issues relating to the lateness of reports coming to scrutiny due to the timescale for reporting to other bodies, the Programme Office Manager was reviewing the process with the performance team.
- The WAO have reviewed the financial resilience of the Council and the feedback from the review was positive. The message from regulators is that Powys are managing their own issues.
- Concern was expressed regarding the positive point regarding communications using the Red Kite magazine, and how the Council would communicate with the public in future now it had decided to withdraw Red Kite.

**Outcomes:**

- **WAO Annual Improvement Report noted.**

**6. Role, Scope and Membership.**

**Documents Considered:**

- Draft Role, Scope and Membership of the Joint Chairs and Vice-Chairs Steering Group.

**Issues Discussed:**

- Draft document considered.

**Outcomes:**

Action	Completion Date	Action By
That the draft role, scope and membership document be approved and included in the Council's revised Constitution.	May 2015	WR / CP

**7. Assessments of Work Programme Items.**

**Documents Considered:**

- Overview document received.

**Issues Discussed:**

- On-Street Parking Enforcement to be undertaken by the Environment, Infrastructure and Crime and Disorder Scrutiny Committee at the request of the Audit Committee and needs to be included in the current list of reviews.
- It was suggested that the Audit Committee's question about the recharging of other Councils of the cost of the officer undertaking work relating to County Farms should be directed to the Strategic Director – Resources.

**8. Discussion with Chief Executive, Strategic Directors / Director Regarding Potential Scrutiny Items.**

**Documents Considered:**

- None.

**Issues Discussed:**

- None – already covered in previous items.

**9. Local Service Board Scrutiny.****Documents Considered:**

- Presentation by Dominique Jones and Peter Jones.

**Issues Discussed:**

- Details of scrutiny involvement in the scrutiny of the Local Service Board outlined:
  - Strategic Commissioning – Joint Chairs to consider the Statement of Intent and the Draft One Powys Plan;
  - Programme Commissioning – Joint Chairs / Scrutiny Committees to challenge programme briefs e.g. content with the level of benefits derived from programmes;
  - Programme Delivery – Audit Committee – Committee content with process, progress and capability;
  - Closure – Scrutiny to evaluate the achievement of benefits.
- The process and the schedule of scrutiny intervention needs to be developed.
- It would be helpful for the Joint Chairs and the Local Service Board's Transformational Board to discuss scrutiny's involvement.
- How does this link to the Williams Commission proposals? – discussions are already ongoing between the Council, Powys Local Health Board and Welsh Government about where collaboration / integration is possible.
- This type of scrutiny would also be a first step in taking an overview of partnership working.
- A possible model might be that Joint Chairs would consider strategic matters whilst existing Working Groups considered individual programme board projects.
- However there will be a need to bring in external expertise in considering items e.g. non-executive members of partnerships, representatives of Community Health Councils etc.

**Outcomes:**

- Presentation received.

**10. Local Service Board.****Documents Considered:**

- None.

**Issues Discussed:**

- None – last meeting of the Local Service Board involved the building of a transformational team.

**Outcomes:**

Action	Completion Date	Action By
<b>Circulate Senior Manager, Organisational Development and Partnership Support's report to the Joint Chairs Steering Group.</b>	<b>end of September, 2014</b>	<b>DJ</b>

## **11. Work Programme.**

### **Documents Considered:**

- Work Programme 2014-15
- Work Programme 2015-16.

### **Issues Discussed:**

- Key National Performance information from the Local Government Data Unit could be found for each Council online at [www.mylocalcouncil.info](http://www.mylocalcouncil.info)

### **Outcomes:**

- Received and Noted

## **12. Dates of future meetings**

- 14<sup>th</sup> November, 2014
- 23<sup>rd</sup> January, 2015
- 13<sup>th</sup> March, 2015
- 15<sup>th</sup> May, 2015
- 17<sup>th</sup> July, 2015
- 18<sup>th</sup> September, 2015
- 20<sup>th</sup> November, 2015

## **13. LSB Meeting Dates**

- 25<sup>th</sup> September, 2014
- 11<sup>th</sup> December, 2014
- 5<sup>th</sup> March, 2015 (Provisional)
- 11<sup>th</sup> June, 2015 (Provisional)
- 24<sup>th</sup> September, 2015 (Provisional)
- 3<sup>rd</sup> December, 2015 (Provisional)

**County Councillor S.C. Davies  
Chair**

**List of Actions Arising from the Joint Chairs and Vice-Chairs Steering Group meeting on 19<sup>th</sup> September, 2014.**

<b>Action</b>	<b>Completion Date</b>	<b>Action By</b>	<b>Completed / Notes</b>
<b>Report agreed for consideration by the Cabinet and Council</b>	<b>22/10/14</b>	<b>PJ</b>	<b>22/10/14 Council</b>
<b>That the draft role, scope and membership document be approved and included in the Council's revised Constitution.</b>	<b>May 2015</b>	<b>WR / CP</b>	<b>To be included in Scrutiny Procedure Rules</b>
<b>Circulate Senior Manager, Organisational Development and Partnership Support's report to the Joint Chairs Steering Group.</b>	<b>end of September, 2014</b>	<b>DJ</b>	<b>19/09/14</b>