

# Public Document Pack

## 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, 10 OCTOBER 2017

**PRESENT:** County Councillor Mr J Brautigam (Chair)  
County Councillors G I S Williams and E Durrant

**Officers:** Ian Budd (Director of Education), Paul Griffiths (Strategic Director - Place), Jeremy Patterson (Chief Executive), Liz Patterson (Scrutiny Officer), Clive Pinney (Solicitor to the Council) and Wyn Richards (Scrutiny Manager and Head of Democratic Services)

### 1. APOLOGIES

Members: County Councillors David Jones, John Morris, Pete Roberts

Officers: Louise Barry (Interim Chief Social Worker Officer/ Operations Director Social Care), Peter Jones (Professional Lead - Corporate Insight), David Powell (Strategic Director – Resources), Lisa Richards (Scrutiny Officer), Carol Shillabeer (Interim Strategic Director – People), Emma Palmer (Strategic Business Manager to the Chief Executive).

### 2. DRAFT NOTES - FOR CONSIDERATION

**Documents Considered:**

- Draft Notes – 19 September, 2017.

**Issues Discussed:**

- The Steering Group noted the updated position regarding attendance at the Commissioning and Procurement Board which was due for consideration at the meeting in December and the attendance by the WAO at a future meeting to discuss their review findings which would now be replaced by a seminar for all Members.

**Outcomes:**

- **Noted.**

### 3. WORK PROGRAMME

**Documents Considered:**

- Cabinet Work Programme
- Scrutiny Work Programme

**Issues Discussed:**

- Additional items requested to be considered for scrutiny:
  - Libraries Standards
    - Copy to be sent to the Chair of Scrutiny Committee B with any issues being reported to the Steering Group, otherwise the matter not to be scrutinised.
  - Highways Fleet Purchases – hiring of rubbish lorries – request from Cllr Gwilym Williams.
    - Initially Strategic Director – Place to provide information to Cllr Williams regarding the purchase and hiring of vehicles.

- Redesign of Youth Services – request from Stuart Mackintosh, Head of Leisure and Recreation.
  - Include on Scrutiny Work Programme in place of WESP – Leisure Scrutiny Working Group.
- National Procurement Service – fleet management service – purchase of spare parts for vehicles – request by Cllr Emily Durrant.
  - Portfolio Holder has asked for a review of the delivery and management of fleet services. The procurement of spare parts are undertaken under a national framework agreement. The Commissioning and Procurement Board has discussed how the Council commissions to ensure the maximum benefit for Powys whilst acting within legal guidelines.
  - It was suggested that the Commissioning and Procurement Team discuss the processes for procurement with Scrutiny Committee A, and then the Committee could consider which issues might require further review. This is not a high priority item and was to be included when time was available.
- Absenteeism / Sickness Rates – request by Chair.
  - It was reported that for the HTR Service the cost of absenteeism was £800K per annum.
  - It was suggested that the Audit Committee should consider this – report from HR as to what is the position and how it is being addressed. It was further suggested that the Chair and Vice-Chair of the Employment Committee be invited to attend the Audit Committee when discussing this item.
- Review of schools funding formula – Cabinet Work Programme item.
  - This needs to be considered with the scrutiny work on the financial viability of schools. There are minor changes this year and next on the funding formula. A more comprehensive review will be undertaken in 2018. Director to confirm likely date.
- WESP – Cabinet Work Programme item.
  - WG had requested a few changes to the draft plan for submission by November - mostly to amend targets – Remove from Scrutiny Work Programme. Director of Education to provide briefing to Members of the Education Working Group instead of scrutiny review.
- Workshops – Cabinet Work Programme item.
  - It was suggested that this could be considered by the Steering Group when the action plan for the Vision 2025 was being scrutinised in November.
- Flood Risk Management Plan – Scrutiny Work Programme item. Remove from Scrutiny Work Programme.
- Social Services budgets and savings – Scrutiny Work Programme item.
  - Chair of Steering Group to raise with the FSP.
- Home to School Transport Policy – Scrutiny Work Programme item - new date to be set in the new year for consideration by Cabinet.

- HTR Commissioning – Scrutiny Work Programme item – Remove and replace with HTR Transformation once approved by Cabinet and following discussion between Scrutiny Manager and Strategic Director – Place.
- Cabinet – add column to Work Programme to include scrutiny dates.

**Outcomes:**

<b>Action</b>	<b>Completion Date</b>	<b>Action By</b>
<b>Strategic Director – Place to provide information to Cllr Williams regarding the purchase and hiring of vehicles</b>		<b>PG</b>
<b>HTR Commissioning – remove from Scrutiny Work Programme and replace with HTR Transformation once agreed by Cabinet.</b>		<b>WR / LR / PG</b>
<b>WESP – Remove from Scrutiny Work Programme</b>		<b>WR</b>
<b>WESP – briefing for Members of Education Scrutiny Group</b>		<b>LP</b>
<b>Redesign of Youth Services – include on Scrutiny Work Programme.</b>		<b>WR</b>
<b>Schools Funding Formula – move date for scrutiny to 2018. Director to confirm likely date.</b>		<b>LP / IB</b>
<b>Workshops – to be considered as part of the scrutiny of the Vision 2025 at the November meeting of the Steering Group.</b>		<b>All Members of the Steering Group</b>
<b>Absenteeism – report from HR to be considered by the Audit Committee (with Chair and Vice-Chair of employment Committee invited to attend)</b>		<b>LR</b>
<b>Commissioning and Procurement Team to discuss with Scrutiny Committee A the processes for procurement. (Low priority item to be considered when time available)</b>		<b>LR</b>
<b>Libraries Standards – document to be sent to Chair of Scrutiny Committee A for consideration, but not formally scrutinised.</b>		<b>LP</b>
<b>Flood Risk Management Plan – remove from Scrutiny Work Programme.</b>		<b>LR</b>
<b>Social Services Budgets and</b>		<b>JB</b>

<b>Savings – Chair to raise with FSP</b>		
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<b>4.</b>	<b>DISCUSSION WITH THE CHIEF EXECUTIVE, STRATEGIC DIRECTORS REGARDING POTENTIAL SCRUTINY ITEMS</b>
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**Documents Considered:**

- None.

**Issues Discussed:**

- The Chief Executive advised that there would be a briefing for all Members on Monday 16<sup>th</sup> October relating to children’s services and the recent CSSIW review. The CSSIW review report would be issued on Tuesday 17<sup>th</sup> October, 2017.
- The Children’s Services Improvement Board had met and Cllr Pete Roberts had attended as the scrutiny observer. There was an important role for scrutiny in receiving updates from the Improvement Board. The draft improvement plan had to be completed and submitted to the Inspectorate within 20 days of 17<sup>th</sup> October.
- There needed to be strong scrutiny of the draft improvement plan. In addition scrutiny needed to be more analytical of the draft ACRF Report.
- There will be additional costs to the Council to implement additional short term support. Long term there would be a need to look at the commissioning of Children / Social Care / Education and Health. Early Intervention and Commissioning process also needed to change. However initially safeguarding and performance management needed improvement. Other authorities had changed their commissioning processes which not only led to safer services but also efficiencies. The financial plans for the improvement support had been agreed with the Strategic Director – Resources.
- The scrutiny meeting to review the draft improvement plan was in the process of being arranged. Meetings for November and December to review specific items from the draft improvement plan were already in place.
- HTR Commissioning – the WAO were pleased with the scrutiny of the commissioning process to date. The Cabinet is proposing to move to a modified in-house model. The HTR Transformation Board had agreed the principle subject to Cabinet approval. The Scrutiny Manager would need to liaise with the Strategic Director – Place regarding the scrutiny of the revised project once approved by Cabinet.
- Schools – The revised School Transformation and Organisation policy will need to be scrutinised. The emphasis now is on collaborative arrangements, joint management etc prior to school closures being considered. It is anticipated the policy will be available by Christmas 2017. It will then require a 3 to 5 year plan to implement this. The scrutiny of the revised policy was already included in the Forward Work Programme.

**Outcomes:**

<b>Action</b>	<b>Completion Date</b>	<b>Action By</b>
<b>Scrutiny Manager and Strategic Director – Place to discuss future scrutiny of HTR Transformation once approved</b>		<b>WR / PG</b>

by Cabinet		
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<b>5. PUBLIC SERVICE BOARD</b>
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5.1. Arrangements for the Scrutiny of the Public Service Board (PSB) in Powys

**Documents Considered:**

- Draft Document – Arrangements for the Scrutiny of the PSB in Powys.

**Issues Discussed:**

- There would need to be a report to Council to approve the representatives from the Council on the PSB Scrutiny Committee.
- It was recommended that the Powys representatives should be 1 representative from Scrutiny Committee A and 1 from Scrutiny Committee B.

**Outcomes:**

Action	Completion Date	Action By
Recommended to the County Council that the Powys representatives on the PSB Scrutiny Committee should be 1 representative from Scrutiny Committee A and 1 from Scrutiny Committee B.		WR / CP

<b>6. MID WALES JOINT COMMITTEE FOR HEALTH AND CARE</b>
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**Documents Considered:**

- None

**Issues Discussed:**

- Request to vary the attendance at meetings of the Joint Committee to the local County Council representative only where meetings were held in that county.
- The Steering Group considered that as previously it had been agreed that there was little value in the Council attending these meetings it was suggested that Powys Councillors wishing to monitor these meetings should watch the webcast only rather than attend the meetings.

**Outcomes:**

Action	Completion Date	Action By
That Powys Councillors wishing to monitor the Joint Committee should watch webcasts of the meetings only rather than attend the meetings.		LP

<b>7. DATES OF FUTURE MEETINGS - FOR INFORMATION</b>
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7.1. Joint Chairs and Vice-Chairs Steering Group

- 7 November 2017
- 5 December 2017
- 9 January 2018
- 20 February 2018
- 10 April 2018
- 5 June 2018
- 17 July 2018
- 11 September 2018
- 9 October 2018
- 13 November 2018
- 11 December 2018

#### 7.2. Public Service Board

- 26 October 2017
- 21 December 2017
- 18 January 2018
- 8 February 2018
- 22 March 2018
- 26 April 2018
- 28 July 2018
- 13 September 2018
- 29 November 2018

#### 7.3. Strategic Overview Board

- 12 December 2017
- 20 March 2018
- 19 June 2018
- 4 September 2018
- 4 December 2018

#### 7.4. Commissioning and Procurement Board

- 21 November 2017
- 30 January 2018
- 13 March 2018
- 22 May 2018
- 10 July 2018
- 18 September 2018
- 6 November 2018

## 8. GLOSSARY OF TERMS

ACRF	Annual Council Reporting Framework (Report of the Director of Social Services)	CSSIW	Care and Social Services Inspectorate Wales
FSP	Finance Scrutiny Panel	HTR	Highways, Transport and Recycling Service
PSB	Public Service Board	WAO	Wales Audit Office
WESP	Welsh in Education	WG	Welsh Government

	Strategic Plan
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**County Councillor Mr J Brautigam (Chair)**

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