CYNGOR BWRDEISTREF SIROL
RHONDDA CYNON TAF
COUNTY BOROUGH COUNCIL

DYMA WŶS I CHI i gyfarfod o GYNGOR BWRDEISTREF SIROL RHONDDA CYNON TAF sydd i'w gynnal yn Ystafell Bwyllgorau 1, Cwm Clydach ar DYDD MAWRTH, 1AF HYDREF, 2019 am 5.00 PM.

Dolen gyswllt: Julia Nicholls (01443 424098)

AGENDA   **Tudalennau**

1. **DATGAN BUDDIANT**

   Derbyn datganiadau o fuddiannau personol gan Aelodau, yn unol â gofynion y Cod Ymddygiad.

   Nodwch:

   1.   Mae gofyn i Aelodau ddatgan rhif a phwnc yr agendwm mae eu buddiant yn ymwneud ag ef a mynegi natur y buddiant personol hwnnw; a
   2.   Lle bo Aelodau'n ymneilltuo o'r cyfarfod o ganlyniad i ddatgelu buddiant sy'n rhagfarnu, mae rhaid iddyn nhw roi gwybod i'r Cadeirydd pan fyddan nhw'n gadael.

2. **COFNODION**

   Cadarnhau cofnodion o gyfarfod y Pwyllgor ar 12 Mehefin 2019 yn rhai cywir.

                                                                    3 - 4

3. **TREFNIADAU CRAFFU CYFREDOL**

   Derbyn adroddiad gan y Cyfarwyddwr Gwasanaeth, Gwasanaethau Democrataidd a Chyfathrebu sy'n amlinellu'r newidiadau diweddar i'r trefniadau Craffu

                                                                    5 - 8

4. **CRAFFU YN RHONDDA CYNON TAF**

   Derbyn cyflwyniad Power Point gan y Cyfarwyddwr Gwasanaeth – Gwasanaethau Democrataidd a Chyfathrebu.

5. HYFFORDDIANT CRAFFU

Trafod yr hyfforddiant Craffu arfaethedig ar gyfer holl Aelodau'r Pwyllgorau Craffu
(25 Hydref 2019).

6. SESIYNAU YMGYSYLLTU CRAFFU/CABINET

Darparu gwybodaeth i Gadeiryddion ac Is-gadeiryddion y Pwyllgorau craffu mewn perthynas â sesiynau ymgysylltu Aelodau Craffu/Cabinet sydd i'w cynnal ym mis Hydref 2019.

9 - 10

7. ENGHREIFFTIAU O'R DULL DEFNYDDIO LLAI O BAPUR - PWYLLGORAU CRAFFU

Trafod gwneud cynnydd o ran Modgov gydag Aelodau/Pwyllgorau Craffu

8. RHAGLENNI GWAITH CRAFFU AR GYFER BLWYDDYN Y CYNGOR 2019/20

Derbyn y newyddion diweddaraf (ar lafar) gan Gadeiryddion y Pwyllgorau Craffu mewn perthynas â
Rhaglenni Gwaith y Pwyllgorau Craffu hyd yma:-

• Pwyllgor Trosolwg a Chraffu
• Pwyllgor Craffu – Plant a Phobl Ifainc
• Pwyllgor Craffu - Cyllid a Chyflawniad
• Pwyllgor Craffu - Iechyd a Lles
• Pwyllgor Craffu - Cynnal Gwasanaethau Cyhoeddus, Cymunedau a Ffyniant

Cylchrediad:-

Y Cynghorwyr: Y Cynghorydd M Adams (Cadeirydd)
Y Cynghorydd J Bonetto
Y Cynghorydd S Bradwick
Y Cynghorydd S Evans
Y Cynghorydd G Holmes
Y Cynghorydd W Lewis
Y Cynghorydd S. Rees-Owen
Y Cynghorydd G Thomas
Y Cynghorydd M Powell
Y Cynghorydd T Williams
Y Cynghorydd R Yeo

Swyddogion: Christian Hanagan, Cyfarwyddwr Gwasanaeth y Gwasanaethau Democrataidd a Chyfathrebu

Tudalen wag

RHONDDA CYNON TAF COUNCIL
Minutes of the meeting of the Chairs & Vice Chairs meeting held on Wednesday, 12 June 2019 at 5.00 pm at the Committee Room 1, The Pavilions, Clydach Vale.

County Borough Councillors - Chairs & Vice Chairs Members in attendance:-

Councillor M Adams (Chair)

Councillor J Bonetto	Councillor S Bradwick
Councillor S Evans	Councillor G Holmes
Councillor W Lewis	Councillor S. Rees-Owen
Councillor J Williams	Councillor R Yeo

Officers in attendance

Mr C Hanagan, Service Director Democratic Services & Communications
Ms S Handy, Graduate Scrutiny Research Officer
Ms J Nicholls, Senior Democratic Services Officer

6   Declaration of Interest

In accordance with the Council's Code of Conduct, there were no declarations made pertaining to the agenda.

7   Minutes

RESOLVED – to approve as an accurate record the Minutes of the Scrutiny Chairs and Vice Chairs meeting held on the 1st May 2019.

8   Progress Update - Scrutiny Arrangements

The Service Director Democratic Services and Communications welcomed the Scrutiny Chairs and Vice Chairs to the meeting. He reminded Members that at the Council's Annual General Meeting (AGM) it was agreed that the Overview & Scrutiny Committee would agree the draft Terms of Reference of each of the Scrutiny Committees and endorse the work programmes to each of the individual Scrutiny Committees for them to agree. However, it had also been agreed that the Scrutiny Chairs and Vice Chairs would have the opportunity to consider both documents in advance of the Overview & Scrutiny Committee.

The Service Director, Democratic Services and Communications commented that the newly drafted work programmes would present more challenge and deliver outcomes.

The Chair of the Overview & Scrutiny Committee commented that he and his Vice Chair considered their respective Terms of Reference added value to the work of the Committee and was more succinct. They also agreed that the Crime & Disorder element would better sit with the Overview & Scrutiny Committee, as it used to prior to the changes to the Scrutiny structure in 2015. This would

provide a more strategic approach to the Committee which is required to meet once every 12 months (Under Sections 19 & 20 of the Police and Justice Act 2006).

The Chair commented that there would be fewer items on the work programmes so as to allow for referrals from other areas such as Council or Audit Committee. As a potential item for consideration on the work programme of the Overview & Scrutiny Committee, the Chair suggested that an invitation could be extended to the Central South Consortium (CSC) to deliver an overview of its work.

Each Scrutiny Chair provided comment on their draft work programmes which included dates for their respective Cabinet Members to attend Committees with the purpose of delivering an update on the work within the remit of their portfolio. Each Chair also, in turn, provided updates in respect of their engagement sessions with their Lead Officers and Cabinet Members which had recently taken place.

The Chair of the Overview & Scrutiny Committee referred Members to the Scrutiny Criteria Form which has been a useful tool in setting the Scrutiny Work Programmes and could also be used by members who wish to add any items to their respective work programmes in the future.

In conclusion, consideration and comment was provided on the revised draft Terms of Reference of each of the Scrutiny Committees and to the more streamlined and focused draft Scrutiny Committee Work Programme templates.

It was **RESOLVED** to endorse the draft Terms of Reference and Scrutiny Work Programme template to the Overview & Scrutiny Committee to be held on the 1st July 2019 for its consideration and subsequent dissemination to the individual Scrutiny Committees.

9   **Training**

The Chair of Overview & Scrutiny Committee advised that Scrutiny Chair and Vice Chair training would be arranged shortly and all Chairs and Vice Chairs were encouraged to attend . He added that the training would be arranged for a suitable time and venue. It was suggested that Sarah Titcombe from the Welsh Local Government Association (WLGA) be approached to deliver the training.

RESOLVED to arrange Scrutiny Chairs and Vice Chairs training at a convenient time for the Members.

 This meeting closed at 6.00 pm

RHONDDA CYNON TAF COUNTY BOROUGH COUNCIL

SCRUTINY CHAIRS & VICE CHAIRS MEETING- 1ST October 2019

OUTLINE OF THE CURRENT SCRUTINY ARRANGEMENTS

REPORT OF THE SERVICE DIRECTOR OF DEMOCRATIC SERVICES & COMMUNICATIONS

1.   PURPOSE OF THE REPORT

1.1   The purpose of the report is to provide Scrutiny Chairs and Vice Chairs with information outlining the following (proposed) additions to the Scrutiny arrangements:-

- Information Reports
- Pre Scrutiny Meetings
- Consultation links

2.1   RECOMMENDATIONS

It is recommended that Scrutiny Chairs & Vice Chairs:

2.1   Consider and comment on the suggested proposals as detailed within the report and outlined in section 3 of the report;

2.2   Endorse the proposals to a future meeting of the Overview & Scrutiny Committee for its consideration and subsequent implementation of the pre-meetings for an agreed Scrutiny Committee in October 2019.

3.   BACKGROUND INFORMATION

3.1   Members will be aware that the Council's Scrutiny arrangements have been subject to a number of significant changes which are strengthening the Council's overall governance arrangements. Changes include:

- Increasing use of pre scrutiny,
- More focused work that leads to tangible outcomes for the residents of Rhondda Cynon Taf through Scrutiny Working Groups
- Changes to the management arrangements
- Strengthening resourcing of the Scrutiny function.

3.2 Following the review of the Council's scrutiny arrangements undertaken by the Service Director Democratic Services & Communications, additional areas were highlighted as requiring further consideration. This evidences the need for Scrutiny in RCT to continue to be evaluated and for changes and improvements to be made.

3.3 Information Reports

3.4 Members agreed that there was an over reliance on standard information reports which were hindering their ability to undertake meaningful Scrutiny.

3.5 In view of this it is proposed that reports whose purpose is to provide information only are referenced at the end of the agenda and accessed via a link. It will be for Members to acknowledge the information contained within the report(s) and for any queries to be directed to the Scrutiny support team by email (via the Council's Scrutiny inbox).

3.6 This will, not only reduce the number of agenda items going forward for consideration to each committee but also increase the opportunity for Members to undertake effective challenge and produce significant outcomes. The reports for information will provide Members with up-to-date information relating to their scrutiny committee and keep them abreast of any relevant developments.

3.7 Meeting Preparation – Pre-Meetings

3.8 A number of benefits can be derived from holding pre-meetings for all committee members to prepare for the scrutiny committee ahead. Meeting preparation is crucial for a successful and productive outcome and provides opportunity for a particular questioning strategy to be undertaken:-

- What is the outcome you are looking to achieve?
- What questions do you need to ask to get this information?
- How will Committee approach the issue?

3.9 It is proposed that the one scrutiny committee pilots the pre-meetings from October 2019 with a view to introducing pre-meetings to all of the Scrutiny Committees thereon. The proposals for best practice are set out below:-

- That pre-meetings are held immediately before the committee meeting;
- That pre-meetings should not be open to the public;
- Pre-meetings should include Democratic Services Officer support.
- That pre-meetings should be used to guide lines of enquiry and not provide Members with prepared questions;
- Pre-meetings should be used to assist Committee in achieving outcomes; and
- That the operation of pre-meetings is monitored throughout the year.

3.10 Consultation Links

3.11 Members will receive links on a monthly basis to open consultations run by Welsh Government. This will inform Members of the latest consultations being undertaken and present them with the opportunity to respond as individuals or request that their respective scrutiny committee consider a united response within the specified time frame. Should Members wish to have further discussion around the consultation results, this can be picked up and progressed by the Scrutiny Graduate Officer.

4.   EQUALITY AND DIVERSITY IMPLICATIONS

4.1   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.

5.   CONSULTATION

5.1   The considerations and comments of Scrutiny Chairs and Vice-Chairs have been sought in respect of the items contained within the report and will be reported at a future Overview & Scrutiny meeting.

6.   FINANCIAL IMPLICATIONS

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

7.   LEGAL IMPLICATIONS *OR* LEGISLATION CONSIDERED

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

8.   LINKS TO CORPORATE AND NATIONAL PRIORITIES AND THE WELL-BEING OF FUTURE GENERATIONS ACT

8.1   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.

8.2   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.

9.   CONCLUSION

9.1   The Council is continuing its work to strengthen its scrutiny arrangements and these further enhancements support the council in responding to the findings

arising from the recent WAO report and will further strengthen governance and accountability arrangements.

CABINET MEMBER/SCRUTINY CHAIR ENGAGEMENT SESSIONS

2019/20

Committee	Chair	Cabinet Member/s	Date	Officer	Status	Room
Health & Wellbeing	Cllrs Richard Yeo / Glynne Holmes	Cllr Geraint Hopkins	4:30pm – 30th October	Director of Adult Services	**Pending**	Block E
Health & Wellbeing	Cllrs Richard Yeo / Glynne Holmes	Cllr Rhys Lewis	4:30pm – 30th October	Service Director Public Protection Services	Confirmed	Block E
Overview & Scrutiny	Cllrs Mark Adams / Sheryl Evans	Cllr Maureen Webber	4pm - 26th September 2019	Service Director Democratic Services & Communications	Confirmed	Block E
Finance & Performance	Cllrs Mike Powell / Graham Thomas	Cllrs Robert Bevan & Mark Norris	3:30pm – 1st October	Director of Prosperity & Development, Director of Financial & Digital Services	Confirmed	Committee Room 1
Children & YP - Education	Cllrs Shelley Rees-Owen / Wendy Lewis	Cllr Joy Rosser	12pm - 2nd October	Director of Education & Inclusion Services	Confirmed	Block E
Children & YP – Children Services	Cllrs Shelley Rees-Owen / Wendy Lewis	Cllr Tina Leyshon	9am – 23rd September 2019	Group Director , Community & Children's Services	Confirmed	Block E
Health & Wellbeing	Cllrs Richard Yeo / Glynne Holmes	Cllr Geraint Hopkins	3:30pm – 17th September 2019	Group Director , Community & Children's Services & Director Public Health, Protection &	Confirmed	Block E

				Community Services		
Public Service Delivery	Cllrs Steve Bradwick / Tina Williams	Cllr Ann Crimmings	2pm – 1st October 2019	Group Director Prosperity, Development & Frontline Services	Confirmed	Block E