

DYMA WŶS I CHI I GYFARFOD Rhithwir O Gyd-Bwyllgor Trosolwg a Chraffu Bwrdd Gwasanaethau Cyhoeddus Cwm Taf YN CAEL EI GYNNAL AR Dydd GWENER, 4YDD RHAGFYR, 2020 AM 2.00 PM.

Dolen gyswllt: Sarah Handy - Swyddog Craffu ac Ymchwil i Aelodau (07385401942)

AGENDA

1. 5 SWYDDOGAETH STATUDOL GRAIDD CYDBWYLLGOR TROSOLWG A CHRAFFU BWRDD GWASANAETHAU CYHOEDDUS CWM TAF

Atgoffir aelodau'r Cydbwyllgor Trosolwg a Chraffu, fel y nodir yn ei gylch gorchwyl, bod eu swyddogaethau statudol craidd yn cynnwys: -

- Adolygu neu graffu ar y penderfyniadau sy'n cael eu gwneud gan y Bwrdd neu'r camau mae'r Bwrdd yn eu cymryd;
- Adolygu neu graffu ar drefniadau llywodraethu'r Bwrdd;
- Paratoi adroddiadau neu wneud argymhellion i'r Bwrdd ynghylch ei swyddogaethau neu'i drefniadau llywodraethu;
- Ystyried materion sy'n ymwneud â'r Bwrdd fel y gall Gweinidogion Cymru gyfeirio atyn nhw, ac adrodd i Weinidogion Cymru yn unol â hynny;
- Cyflawni swyddogaethau eraill mewn perthynas â'r Bwrdd sydd wedi'u gosod arno gan Ddeddf Llesiant Cenedlaethau'r Dyfodol (Cymru) 2015.

2. DATGANIAD O FUDDIANT

Derbyn datganiadau o fuddiannau personol gan Aelodau o'r Pwyllgor yn unol â gofynion y Cod Ymddygiad.

Nodwch:

1. Mae gofyn i Aelodau ddatgan rhif a phwnc yr agendwm y mae eu buddiant yn ymwneud ag e, 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.

3. COFNODION

Cadarnhau cofnodion o'r cyfarfod a gynhaliwyd ar 11 Medi 2020 yn rhai

cywir.

5 - 12

4. ADRODDIAD CYFARWYDDWR GWASANAETH, GWASANAETHAU DEMOCRATAIDD A CHYFATHREBU CBSRHCT - TREFNIADAU LLYWODRAETHU AR GYFER CYDBWYLLGOR TROSOLWG A CHRAFFU BWRDD GWASANAETHAU CYHOEDDUS CWM TAF

Rhoi'r newyddion diweddaraf i Aelodau mewn perthynas â threfniadau llywodraethu Cydbwyllgor Trosolwg a Chraffu Bwrdd Gwasanaethau Cyhoeddus Cwm Taf a chytuno ar ffordd ymlaen ar gyfer y Cydbwyllgor.

13 - 28

5. PENODI CADEIRYDD AC IS-GADEIRYDD

1. Penodi Cadeirydd y Cydbwyllgor Trosolwg a Chraffu Bwrdd Gwasanaethau Cyhoeddus Cwm Taf ar gyfer Blwyddyn y Cyngor 2020 - 2021;
2. Penodi Is-gadeirydd y Cydbwyllgor Trosolwg a Chraffu Bwrdd Gwasanaethau Cyhoeddus Cwm Taf ar gyfer Blwyddyn y Cyngor 2020 - 2021.

6. BLAENRAGLEN WAITH Y CYDBWYLLGOR TROSOLWG A CHRAFFU BWRDD GWASANAETHAU CYHOEDDUS CWM TAF AR GYFER 2020/21

Rhoi cyfle i Aelodau'r Cydbwyllgor Trosolwg a Chraffu Bwrdd Gwasanaethau Cyhoeddus Cwm Taf drafod Blaenraglen Waith ar gyfer Blwyddyn y Cyngor 2020/21.

29 - 36

7. CROESAWU CADEIRYDD GRŴP ASESIAID O'R EFFAITH AR Y GYMUNED AC IS-GADEIRYDD Y BWRDD GWASANAETHAU CYHOEDDUS

Croesawu Mr Mark Brace, Cadeirydd Grŵp Asesiad o'r Effaith ar y Gymuned (<https://sway.office.com/akVIQ2L0Ahn4Z5zy>) ac Is-gadeirydd y Bwrdd Gwasanaethau Cyhoeddus, a fydd yn rhoi diweddariad i'r Pwyllgor mewn perthynas â chynnydd y Bwrdd Gwasanaethau Cyhoeddus o ran gwaith ymateb ac adfer a gwaith yr Asesiad o'r Effaith ar y Gymuned.

8. UNRHYW FATER ARALL

Trafod unrhyw faterion eraill y mae'r Cadeirydd yn eu gweld yn briodol.

9. ADOLYGIAD Y CADEIRYDD A DOD Â'R CYFARFOD I BEN

Adlewyrchu ar y cyfarfod a'r camau gweithredu i'w dwyn ymlaen.

Cylchrediad:-

Yn cynrychioli Cyngor Bwrdeistref Sirol Merthyr Tudful

Cynghorwyr y Fwrdeistref Sirol: T. Skinner (Vice Chair), K. Gibbs, J. Davies, D. Issac and D. Sammon.

Yn cynrychioli Cyngor Bwrdeistref Sirol Rhondda Cynon Taf

Cynghorwyr y Fwrdeistref Sirol: J. Bonetto, G. Caple, W. Jones, A.Cox, A.Fox.

Aelodau cyfetholedig:

Mr M. Jehu OBE – Bwrdd Iechyd Lleol

Mr J. Jenkins – Cyngor Iechyd Cymuned

Ms M. Lewis – Cynrychiolydd Dinasyddion RhCT

Mr M. J. Maguire – Cynrychiolydd Dinasyddion Merthyr Tudful

Tudalen wag



Cwm Taf Public Services Board Joint Overview & Scrutiny Committee

Minutes of the virtual meeting of the Cwm Taf Public Services Board Joint Overview & Scrutiny Committee meeting held on Friday, 11 September 2020 at 2.00 pm.

County Borough Councillors - Cwm Taf Public Services Board Joint Overview & Scrutiny Committee Members in attendance:-

Councillor J Bonetto (Chair)

Merthyr Tydfil County Borough Councillors

Councillor T. Skinner (Vice Chair)

Councillor D. Sammon

Rhondda Cynon Taf County Borough Councillors

Councillor G Caple Councillor W Jones

Officers in attendance

Mr Christian Hanagan, Service Director Democratic Services & Communications, Rhondda Cynon Taf Council

Mr Chris Hole, The Head of Community Wellbeing & Prevention, Merthyr Tydfil County Borough Council

Ms K Smith, Cwm Taf Senior PSB Support Officer

Ms L. Toghill, Senior PSB Support Officer

Mrs Sarah Handy, Members Researcher' and Scrutiny Officer

Ms Claire Hendy, Senior Democratic Services Officer

Co-opted Members in attendance

Mr Mel Jehu, Local Health Board Representative

Mr Maguire, Merthyr Tydfil Citizen Representative

18 THE 5 CORE STATUTORY FUNCTIONS OF THE CWM TAF JOINT OVERVIEW AND SCRUTINY COMMITTEE

19 Declaration of Interest

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

20 Minutes

It was **RESOLVED** to approve the minutes of the 7th February 2020 as an accurate reflection of the meeting.

21 Chair of the Cwm Taf Public Service Board (PSB)

The Chair of the PSB, Councillor K O'Neill, provided the Committee with an update in respect of the work of the Board during the 2019-20 PSB Year..

The Chair reminded Members that the second year has been about continuing and building on the successes of our first year, as well as incorporating and using what we have learned. Members were reminded that the Board is still taking an assets-based approach, meaning that the Board looks at what works well in Cwm Taf, what people are proud of and what it can do to strengthen and further develop these.

Members were told that the work has focused on two key questions:-

- How are we making a positive difference in our communities; and,
- Are our mechanisms for delivery right, and are they working.

In respect of the highlights and key achievements in the 2019-20 PSB year, the Chair of the PSB referenced the progress against the Well-being Objectives:-

○ Thriving Communities

Members were told that across both areas, Neighbourhood Networks continue to thrive, and act as a way of the community being involved in the Hub and how they develop. The community coordinator roles carried out by Susan Jones and Louise Clement help to build and strengthen existing networks and improve access to services, and promote the hubs within the area.

Members were reminded about the site visit to the Ferndale Hub and were told that this work has enabled the PSB to work towards some of the 'Simple Changes' identified by the Future Generations Commissioner, such as enabling local people to improve unloved spaces; enabling local people to come together in communities to meet and build social networks and maximising the Board's work with community anchor organisations.

It was emphasised that over the last six months, the Hubs have been instrumental in supporting and coordinating community response.

During the COVID-19 crisis and the UK national lockdown, the RCT Hubs helped with local responses and meeting community needs, particularly the needs of the most vulnerable: coordinating volunteers, arranging and delivering food parcels, picking up shopping and prescriptions, ensuring contact was made with identified individuals – be it a friendly phone call, offering help, advice and understanding, dog walking, posting letters, using the internet.

Members were informed that the Hubs offered and signposted to Information, Advice and Assistance – initially online and through volunteers, including running and directing towards online courses and support for mental and physical well-being. The Hubs opened once it was possible and safe to do so and offered services that people needed, including support with accessing benefits and finding work, which has been particularly important in readiness for the impact of furlough scheme coming to an end. Members were told that 'The Little Ferns'

nursery has also resumed in Hwb Glynrhedynog.

The Chair of the PSB also reminded Members about the use of the Hubs during Storm Ciara and Dennis and their help with the response to the flooding, and the coordinated response to the summer flooding events in Pentre.

In Merthyr, the Calon Las Community Hub in the Gurnos has been involved in the supporting the community in a similar way; working with volunteers, community groups and organisations to support and build resilience and help those vulnerable or shielding as well as supporting groups of people such as young carers. Information, advice and assistance has been offered, as well as running or signposting to training and learning opportunities, and ways of coping and managing well-being during lockdown such as tips on healthy eating on a budget.

The Chair of the PSB informed the Committee that Merthyr Valleys Homes Youth Team, amongst others, have been delivering books to local children as part of Merthyr's Reading Festival – packages that were put together with help from VAMT and the Stephens and George Charitable Trust as well as having been involved in distributing play packs.

- **Healthy People**

The Chair of the PSB advised the Committee that the focus for year two had been on our most vulnerable residents. As set out in the PSB Annual Report, progress was made in developing a 'vulnerability profile' in Cwm Taf so that we can identify and help vulnerable families before they reach crisis point. This has been supported by commissioning two bodies; 'SAIL' to carry out some analysis work for us and 'Insight' to investigate the benefits and feelings amongst a range of stakeholders about sharing data to identify pregnant women, children and young families who are vulnerable to poor outcomes. The findings of the two areas of work have been delayed owing to Covid-19. However, Members were assured that the work is resuming and that the Board will update the Committee in due course.

The Chair also informed Members that a new service has been set up for vulnerable women facing the risk of repeated, unplanned pregnancies. This service will provide outreach sexual health workers in identified areas to break down the barriers to engagement and offer women sexual health advice in their own communities

- **Strong Economy**

Members were told that this had been launched the 'Employability Pledge' in February 2020 and that it commits the PSB and member organisations to develop and share best practice when it comes to improving routes into employment, opportunities for development within our workforces, volunteering and work experience. The Chair of the PSB informed the Committee that the Board started to work with schools and colleges to find out what interests our young people. It was emphasised that this is linked to the ACEs agenda. The Board has also been working to raise aspirations and held a 'Have a Go' day with Merthyr Tydfil College and Year 8 pupils from Pen Y Dre High who had a chance to try out different interactive equipment from across a range of sectors, whilst also exploring the College and seeing what it has to offer. The PSB Chair informed Members that in 2020/21 the Board will continue to look at the

foundational, or local, economy as an additional method of community development, including working with the Centre for Local Economic Studies (CLES) and WG on a Community Wealth Building and progressive procurement at a regional level with Bridgend.

- **Tackling Loneliness and Isolation**

The PSB Chair emphasised that working to address and mitigate loneliness and isolation will be key in recovery planning for the coming months in the context of recovery of Covid-19, lockdown, shielding and the long-term impacts of things like furlough and managing anxiety in the 'new normal'.

Committee Members were reminded that the Board has continued to use what was learnt in the review undertaken in 2019/20 to work together to tackle challenges and identify and promote the critical success factors that might work locally, particularly around social prescribing, befriending and developing community assets. It was emphasised that social prescribing a key area for Cwm Taf Morgannwg and the partnerships that operate in the area. RPB money was used to employ a 'loneliness and isolation development officer'. Members were told that the PSB began to look at supporting befriending services in a more sustainable way so that services people need and use are not at risk. A befriending network had a preliminary meeting in January, and the PSB has included in its Terms of Reference work to develop a Preventative Strategy to address needs, not just now to help prepare for the future.

Committee Members were told that Cwm Taf had been asked to lead a workshop on the way in which we are working to tackle loneliness and social isolation through wellbeing strategies and joined up services at the Welsh Centre for Public Policy's event on the topic. However, this event has had to be postponed as a result of the COVID-19 outbreak. The PSB Chair advised the Committee that it was recently announced that Ian Davy, Chief Officer at VAMT and the PSB Champion for this cross cutting theme will be retiring at the end of September. The Chair wished to place on record his thanks to Ian and wishes him well in the future. Sharon Richards has been announced as his replacement at VAMT; the PSB is yet to consider its new lead for the work.

The PSB Chair also noted that the PSB published an interim Annual Report by 4 July, in line with the reporting deadline. The decision had been made that it wouldn't be appropriate to discuss successes or planned work in the context of such uncertainty and without having opportunity to involve our communities and citizens. A full report is planned to be published this autumn, which will also draw upon the learnings from the Community Impact Assessment, carried out jointly with Bridgend PSB and Cwm Taf Morgannwg Regional Partnership Board, which will be discussed in the progress of the update.

It was emphasised that the PSB has increasingly explored how it can collaborate and integrate with other partnerships working in Cwm Taf Morgannwg (CTM), particularly the Regional Partnership Board and Bridgend PSB. This is also re-affirming our commitment to a strong preventative agenda and a Cwm Taf Morgannwg Joint Strategic Partnership Conference was held in January 2020. Members from both Bridgend and Cwm Taf PSB, and Cwm Taf Morgannwg RPB came together to discuss future working arrangements and opportunities to integrate and collaborate. The Boards know that the 'big issues' need the biggest commitment to change, best use of collective resources and minimal risk of duplication of efforts. Since then, there's been ongoing discussions about implementing changes, reviewing how the delivery mechanisms for all Boards

can be integrated and exploring opportunities to work together, setting a strategy regionally that can be implemented and designed around meeting local needs – now more important than ever in the context of Covid-19 and needing shared strong strategic vision and understanding when planning for recovery.

JOSC Members were reminded about the report received in February outlining the work of the Live Lab on Adverse Childhood Experiences (ACEs). Members were told that this work has halted in the past six months due to COVID-19, but the commitment to drive this forward remains central for the PSB.

The Chair of the PSB noted the recent barriers that the Board have had to overcome. Members of the Committee were informed that as a result of the RCT flooding the launch of the Employability Pledge was delayed. In respect of the COVID-19 pandemic, the PSB stood down for its June meeting. The impact of Covid-19 cannot be underestimated but it was emphasised that the Board remains committed to improving the well-being of the people in Cwm Taf. It has also renewed the commitment to collaborative working, particularly with the RPB and Bridgend PSB on key areas that the Board believes can make the biggest difference, such as mental health, homelessness and climate change.

It was noted that the Board received a letter from Julie James, Minister for Housing and Local Government informing the PSB that there would be no grant money available for PSBs for 2020-21. For Cwm Taf Morgannwg, this is a loss of £55,844 – the only money made available to the Board. The Chair advised the Committee that a subsequent letter from the Minister set out expectations around the PSBs and it was noted that this letter was included in the agenda pack as an information document for JOSC Members.

The PSB Chair emphasised that Julie James' letter sets the tone with which the Board will now approach its work, and building back better in the 'new normal'. To that end, the Community Impact Assessment is a collaborative effort between the partnerships operating in Cwm Taf Morgannwg and will be a valuable tool for teasing out the recommendations – based on data and insight – for immediate and future focus. The Chair advised Members that a first draft is underway and emphasised that the Board recognises the need for speed when it comes to this work in terms of quickly learning lessons in readiness for the approaching second wave.

In terms of the year ahead, the PSB Chair advised the Committee that the Strategic Partnership Board (SPB) is taking place on 15th September and will be reviewing the priorities and the focus for this year for the Well-being Objectives. The Public Services Board meets again on 20th October.

To conclude, the PSB Chair extended his thanks to Professor Marcus Longley for his service as Chair of the PSB over the last few years and extended his congratulations to the new Vice Chair, Mark Brace, who also Chairs the Bridgend PSB. Councillor K O'Neill also thanked the Scrutiny Chair for welcoming and allowing him to present the update to Committee Members.

Following the update, Committee Members were provided with the opportunity to ask questions. Councillor Caple began by thanking the Chair of the PSB for providing the Committee with such a detailed update. Councillor Caple continued by stating the recent flooding events caused by Storm Ciara and Storm Dennis together with the COVID-19 pandemic has triggered an increased appreciation from the public in public services. Consequently,

Councillor Caple queried whether all Hubs should provide basic public services in their communities and if so, could the PSB compare the Hubs as the process develops.

The Chair of the PSB advised Members that the development of the Hubs will be based on capacity and referenced the 'Early Years' programme in the Gurnos Hub in Merthyr Tydfil and the 'Stay Well at Home' programme in RCT as an example of recent success in this area.

The Head of Community Wellbeing & Prevention, Merthyr Tydfil County Borough Council advised Members that it's been about how partners were able to contribute into the Hubs and he emphasised that the development of the Hubs has been driven locally by the local community needs and what local partners can contribute. Kirsty Smith, Senior PSB Support Officer, also emphasised that it's about looking at the wider assets in the community. Councillor Caple informed the Committee that in Porth, the department for Employment is working with the Hubs and the GP's and that it's about making them all work in conjunction with each other. The Head of Community Wellbeing & Prevention, Merthyr Tydfil County Borough Council agreed that it's about developing an integrated approach and that it should be a network of organisations working together making sure that there are no overlaps. Lisa Toghill, Senior PSB Support Officer, emphasised the use of the neighbourhood networks and the community involvement in terms of the five ways of working.

Discussions ensued and Mr Mel Jehu, the local Health Board representative, wished to congratulate Councillor K O'Neill in his appointment as the new Chair of the PSB and extended his praise to all the hard work of public servants during the COVID-19 pandemic. Mr Jehu sought reassurance from Councillor K O'Neill that a record will be kept of the positive collaborative work that has been achieved during the pandemic and of 'lessons learned'.

Discussions continued and Councillor W. Jones emphasised the importance of the voluntary hubs and organisations and wished to place on records his gratitude to them for all their hard work during the COVID-19 pandemic. Councillor Jones also emphasised the importance of ensuring that voluntary hubs are included as part of the recovery programme going forward. The Chair of the PSB agreed that this must be the way forward and also emphasised the conduit of Local Elected Members and their links within the community. The PSB Chair emphasised the vital role that Elected Members play in supporting the COVID response. Furthermore, the Chair agreed that it is important to keep a record of the 'lessons learned' and to ensure that any positive outcomes are driven forward as part of our future work.

Following discussion, Members **RESOLVED** to note the update from the Chair of the PSB.

22 Cwm Taf Public Services Board Joint Overview & Scrutiny Committee Annual Report 2019-20

The Service Director of Democratic Services & Communications (RCTCBC) introduced the Cwm Taf JOSOC Annual Report 2019-20, which details the work undertaken by the Committee during the 2019-20 Municipal Year.

Following discussion, Members **RESOLVED** to note the contents of the Annual

report and work of the Cwm Taf Public Service Board Joint Overview and Scrutiny Committee.

23 Any Other Business

There was no other business to be reported.

24 Chairs review and close

The Chair began by extending her thanks to all Members and Officers of the PSB Joint Overview & Scrutiny Committee during the 2019-20 Municipal Year. The Chair noted that unprecedented times have brought changes and different ways of working, particularly in respect of virtual Council meetings.

The Chair reflected on the 2019-20 Municipal Year and the work of the Committee and noted the decision of the Committee to focus on one area: Thriving Communities. The Chair reminded Members of the successful visit to the Ferndale Hub and emphasised the importance of the Hubs in adapting to the needs of our residents and our communities. The Chair extended her thanks to Professor Marcus Longley and Dr Kelechi Nnoaham for attending Scrutiny meetings and for the updates that they presented to Members throughout the 2019-20 Municipal Year. The Chair extended her congratulations to Councillor K O'Neill as the new Chair of the PSB and welcomed him to future Scrutiny meetings.

To conclude, the Chair thanked all Officers for their hard work and diligence over the past year and thanked Members for providing a constructive and challenging discussion.

25 Information Reports

The Chair referenced the information reports (as listed below):-

- [Minutes of the Cwm Taf Public Service Board](#);
- Interim [PSB Annual Report](#);
- Draft PSB July 2020 minutes (not yet approved by the Board);
- Natural Resources Wales 'Green Recovery Letter' to the Minister for Environment, Energy & Rural Affairs;
- Letter from the Minister for Housing and Local Government to the Chairs of Public Service Boards;
- [Powys Public Service Board Summary of the Future Generations report 2020](#); and,

- [The Future Generations Report 2020](#)

This meeting closed at 2.42 pm

**Councillor J. Bonetto
Chair**

CWM TAF PUBLIC SERVICES BOARD JOINT OVERVIEW & SCRUTINY COMMITTEE



4TH December 2020

GOVERNANCE ARRANGEMENTS FOR THE CWM TAF PUBLIC SERVICE BOARD JOINT OVERVIEW & SCRUTINY COMMITTEE

REPORT OF THE SERVICE DIRECTOR DEMOCRATIC SERVICES AND COMMUNICATIONS RHONDDA CYNON TAF COUNTY BOROUGH COUNCIL

AGENDA ITEM: 4

1. REASON FOR THIS REPORT

- 1.1 The purpose of this report is to inform Members of the Governance arrangements for the Cwm Taf Public Service Board Joint Overview & Scrutiny Committee and to agree a way forward, including the revision of the Committee's Terms of Reference

2. RECOMMENDATIONS

- 2.1 It is recommended that Members:
 - i. Note that Rhondda Cynon Taf County Borough Council, as the host Authority, will undertake the Scrutiny arrangements of the Cwm Taf Public Service Board Joint Overview & Scrutiny Committee during the 2020-21 Municipal Year;
 - ii. Consider and review the Cwm Taf Public Service Board Joint Overview & Scrutiny Committee Terms of Reference attached at **Appendix A; and,**
 - iii. Consider any training requirements of the Cwm Taf Public Service Board Joint Overview & Scrutiny Committee.

3. BACKGROUND

- 3.1 Following the agreement to establish the Cwm Taf Public Service Board Joint Overview & Scrutiny Committee, Rhondda Cynon Taf County Borough Council and Merthyr Tydfil County Borough Council agreed to undertake the administrative arrangements on a joint basis and provide dedicated support and advisers for the JOSC for a period of one year each, on a rotational basis respectively. The inaugural meeting was held on 20th February 2017.
- 3.2 As a result of the COVID-19 pandemic and due to unforeseen pressures on Council resources, a review was undertaken by senior officers from Rhondda

Cynon Taf County Borough Council and Merthyr Tydfil County Borough Council of the administrative arrangements of the Cwm Taf Public Service Board Joint Overview & Scrutiny Committee.

- 3.3 It was subsequently agreed that Rhondda Cynon Taf County Borough Council would continue the role as the Host Authority for the 2020-21 Municipal Year and for a further review of the Administrative arrangements to take place at the end of the Municipal year.

4. CHALLENGES

- 4.1 The Cwm Taf Public Service Board Joint Overview & Scrutiny Committee has encountered a number of challenges, including:-

- Frequent changes to its membership;
- Limited resources to allow the JOSC to meet more frequently;
- Low attendance figures;
- The impact of Covid-19 on face to face meetings; and,
- The lack of clear and tangible outcomes

5. POTENTIAL AREAS FOR IMPROVEMENT

- 5.1 Based on aforementioned points Members may wish to consider the following aspects of the Cwm Taf Public Service Board Joint Overview & Scrutiny Committee arrangements:

Review of the Terms of Reference

Review the Terms of Reference of the Cwm Taf Public Service Board Joint Overview & Scrutiny Committee to ensure they are 'Fit for Purpose'.

The current Terms of Reference were established and agreed at the first meeting of the Joint Overview & Scrutiny Committee on the 20th February 2017. These are outlined in Appendix A to the report.

Members are asked specifically to consider the appointment of the Chairperson for more than one Municipal Year to offer greater consistency of the leadership of the JOSC.

Training requirements

Members are asked to give consideration to any training requirements to fulfil their role as a Member of the Joint Overview & Scrutiny Committee as detailed in the Terms of Reference.

Schedule of Meetings

The Joint Overview & Scrutiny Committee currently convenes up to four meetings per year. Members have previously requested that, where possible, the location of future meetings of the Joint Overview & Scrutiny Committee should be held in venues which support the needs of the Committee and are linked to the requirements of the Terms of Reference and subject to Members agreement, meetings will continue to rotate across the two Local Authority areas where possible.

Due to the current COVID-19 pandemic and [The Local Authorities \(Coronavirus\) \(Meetings\) \(Wales\) Regulations 2020](#) issued by Welsh Government the JOSC will meet virtually until such time that meetings are able to be resumed “in person” or through a hybrid arrangement.

6. FINANCIAL IMPLICATIONS

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

7. CONSULTATION

- 7.1 The Cwm Taf Public Services Joint Overview & Scrutiny Committee Terms of Reference have been developed in discussions with the relevant senior officers from both Rhondda Cynon Taf County Borough Council and Merthyr Tydfil County Borough Council.

8. LEGAL IMPLICATIONS OR LEGISLATION CONSIDERED

- 8.1 There are no legal implications as a result of the recommendations set out in the report, although amendments to the Councils constitution will need to be taken forward as appropriate.

9. LINKS TO Public Service Board WELLBEING OBJECTIVES

- 9.1 The recommended approach set out supports the Public Service Board Wellbeing objectives by ensuring progress of the Joint Overview & Scrutiny Committee is robustly scrutinised by the Committee, the public and others with a vested interest.
- 9.2 The proposed approach will also support the requirements set out in the ‘Statutory guidance on the Well-being of Future Generations (Wales) Act 2015’ which states:
- Effective involvement of people and communities in decisions that affect them is at the heart of improving well-being currently and in the future; and, It is vital to factor people’s needs; ensuring engagement is meaningful and effective.

Contact Officer: Sarah Handy, Members’ Researcher & Scrutiny Officer

Contact address: RCTCBC, The Pavilions, Clydach Vale, Tonypany, CF40 2XX
Contact number: 07385401942
Email: sarah.handy@rctcbc.gov.uk

The following Appendices are attached:-

Cwm Taf Public Services Board Joint Overview & Scrutiny Committee Terms of Reference

LOCAL GOVERNMENT ACT 1972

AS AMENDED BY

THE LOCAL GOVERNMENT (ACCESS TO INFORMATION) ACT 1985

RHONDDA CYNON TAF COUNTY BOROUGH COUNCIL

CWM TAF PSB JOINT OVERVIEW & SCRUTINY COMMITTEE

4th DECEMBER 2020

REPORT OF THE SERVICE DIRECTOR, DEMOCRATIC SERVICES &

COMMUNICATION, RCTCBC

TERMS OF REFERENCE: CWM TAF PUBLIC SERVICE BOARD JOINT OVERVIEW & SCRUTINY COMMITTEE

Introduction

1. Statutory Provisions.

- a) The joint overview and scrutiny committee (JOSC) has been established in accordance with the following legislation:-
 - The Local Government (Wales) Measure 2011 (Sec 58 – Joint Overview and Scrutiny Committees);
 - The Local Authorities (Joint Overview and Scrutiny Committees) (Wales) Regulations 2013; and,
 - Well-being of Future Generations (Wales) Act 2015 (Part 4, Chapter 1, Sec 35 - Overview and scrutiny committee of local authority)
- b) The conduct of the JOSC and the arrangements for joint scrutiny shall be subject to the legislative provisions in a) above, and any regulations or guidance made in accordance with the legislation; and in the event of any conflict between the Act and/or Regulations and any joint arrangements, the requirements of the legislation will prevail.

2. Name of Overview and Scrutiny Committee

- a) The appointing Authorities are Rhondda Cynon Taf County Borough Council and Merthyr Tydfil County Borough Council.
- b) The title of the JOSC between the two Authorities shall be the “Cwm Taf Public Services Board Joint Overview and Scrutiny Committee” (*The JOSC for the purpose of this document*).

3. Purpose of the Joint Scrutiny Committee (JOSC)

- a) The overall aim of the JOSC is to scrutinise the overall effectiveness of the Cwm Taf Public Services Board (the Board).
- b) The core statutory functions of the JOSC are:-
 - To review or scrutinise the decisions made or actions taken by Board;
 - To review or scrutinise the Board's governance arrangements;
 - To make reports or recommendations to the Board regarding its functions or governance arrangements;
 - To consider matters relating to the Board as the Welsh Ministers may refer to it and report to the Welsh Ministers accordingly; and
 - To carry out other functions in relation to the Board that are imposed on it by the Well-Being of Future Generations (Wales) Act 2015.
- c) In addition to these functions the JOSC's Lines of Inquiry can include (but not be limited to), the following:
 - The effectiveness of the Wellbeing Assessment;
 - The effectiveness of the Wellbeing Plan;

- The effectiveness of performance measurement arrangements;
 - The level of commitment from individual partners to the work of the Public Services Board;
 - The effectiveness of the Public Services Board in communicating its work, objectives and outcomes to its stakeholders; and,
 - The effectiveness of the Public Services Board in addressing the issue of pooled funding to tackle priorities
- d) The remit of the JOSC includes only the activities of the Cwm Taf Public Services Board as a partnership and excludes scrutiny of individual partner organisations (see also para 5).
- e) Existing legislation excludes any matter which could be considered by an Authority's Crime and Disorder Committee (sections 19 and 20 of the Police and Justice Act 2006) from the work programmes of all other scrutiny committees, sub-committees and JOSCs.

4. Intended outcome(s) of the joint overview and scrutiny committee

- a) Ensuring that the JOSC achieves the following benefits:-
- **Effective challenge** is provided to the Cwm Taf Public Service Board and that it is achieving the desired aims.
 - **the focus is on outcomes for people not organisations:** shifting the perspective from inputs to delivering results;
 - **the JOSC acting as a unifying force:** helping partners address the complex needs of citizens across different political, organisational and geographical boundaries;
 - **Accountability:** clarifying different organisations' contributions to delivery;
 - **Efficiency:** maximise resources;
 - **Innovation:** identifying new insights and solutions.

5. Accountability Framework

- a) The parameters for the JOSC as defined within the Future Generations Act are as follows:
- The act allows for scrutiny of the PSB as a 'corporate body', not the individual partners comprising the PSB. Paragraph 180 of the Future Generations guidance states that; **"The committee can require any member of the board to give evidence, but only in respect of the exercise of joint functions conferred on them as a member of the board under this Act."** This includes any person that has accepted an invitation to participate in the activity of the PSB. The JOSC will therefore scrutinise the work of the PSB and not the individual activities of PSB partners.
 - Whilst the joint actions of the PSB will demonstrate the impact and outcomes achieved, the JOSC may choose to probe individual partners as to how they

intend to exercise their well-being duty in line with the PSB's wellbeing plan. Section 36 (1) (c) of the Act (in defining the PSB's well-being duty) refers to; **"The taking of all reasonable steps by members of the board (in exercising their functions) to meet those objectives."**

- Furthermore, the JOSC can exercise its existing power under S21 (2) (e) of the Local Government Act 2000 to; **"Make reports or recommendations to the authority or the executive on matters which affect the authority's area or the inhabitants of that area."**

6. Elected Member Membership (Councillors)

- a) There will be an equal number of Elected Members from each appointing authority and no executive members may be on the committee.
- b) The JOSC will comprise ten Elected Members; that is five non-executive Elected Members from Rhondda Cynon Taf County Borough Council and five non-executive Elected Members from Merthyr Tydfil County Borough Council.
- c) Each local authority will determine and nominate its Elected committee Members in accordance with its own arrangements. The term of office of the nominated Elected Members shall be a matter for each nominating local authority.

7. Quorum

- a) A quorum of one third of Elected Members of the JOSC will be required to enable a meeting to proceed, comprising of at least one Elected Member from each of the appointing authorities.

8. Duration of the JOSC and procedures for withdrawal

- a) The duration of the JOSC will be until such time as there is written notification from the Chief Executive and the Leader of either of the two participating local authorities to the Chief Executive and the Leader of the other, advising of the decision to withdraw that Authority from the JOSC arrangements.

9. Co-opted Members

- a) The JOSC may invite additional members to serve on the JOSC as co-opted members subject to:-
 - the appointment being approved by a majority of the members of the JOSC;
 - the person co-opted to serve on the JOSC is not entitled to vote at any meeting of the JOSC on any question which falls to be decided at that meeting;
 - the person not being an elected member of a local authority, whether that authority is one of the appointing authorities or otherwise;
 - the membership of a person co-opted to serve on the JOSC being withdrawn by a majority vote at any time by the JOSC or sub-committee; and,

- the number of co-opted members on the JOSC not exceeding the number of elected members that sit on the JOSC.
- b) The JOSC may invite the PSB Statutory Members (non-executive) from the following organisations to serve as co-opted members on the JOSC :-
- Cwm Taf University Health Board
 - South Wales Fire and Rescue Service
 - Natural Resources Wales
- and
- c) The JOSC may invite `invited participants` as defined in the Act¹ to serve as co-opted members on the JOSC. These “invited participants” will be invited to participate as and when required.
- d) The JOSC may appoint two “Independent Co-opted Members” by public advertisement to serve as co-opted members on the JOSC i.e. a resident from each of the two local authority areas.

10. Termination / suspension of membership of the JOSC

- a) If an Elected Member appointed to the JOSC ceases to be a member of the appointing authority, then that person also immediately ceases to be a member of the JOSC.
- b) If a person appointed as a member of a JOSC is suspended from being a member or a co-opted member of one of the appointing authorities, that person may not serve as a member of the JOSC for the duration of the suspension.
- c) If a co-opted member appointed to the JOSC ceases to be an employee of the organisation he/she was appointed from, then that person immediately ceases to be a member of the JOSC.
- d) Each Statutory Co-opted Member appointment will be for a maximum period of four years from date of appointment.
- e) Each Independent Co-opted Member appointment will be for a maximum period of two years from date of appointment.
- f) If an Independent Co-opted Member moves away from the local authority area he/she was appointed from, then that person immediately ceases to be a member of the JOSC.

11. Voting rights

- a) All Elected members may vote on any question that falls to be decided at that meeting
- b) Where there is an equality of votes at a meeting of a JOSC, the chair has a second or casting vote.

¹ Well-being of Future Generations (Wales) Act 2015 - Part 4, Chapter 1, Para 30.

- c) A person co-opted to serve on the JOSC is not entitled to vote at any meeting of the JOSC on any question which falls to be decided at that meeting (also see Co-opted Members above).

12. Sub Committees of the JOSC

- a) The JOSC can establish sub-committees in order to operate in a more streamlined and flexible manner to undertake its statutory functions.
- b) Any sub-committees appointed by the JOSC will comprise at least four Elected Members, together with any co-opted members as agreed when establishing the sub-committee.
- c) A sub-committee is to comprise an equal number of Elected Members of each of the appointing authorities.
- d) Any report or recommendations made by a sub-committee of the JOSC is subject to approval by a resolution of the JOSC.
- e) Any sub-committee can only exercise the functions conferred upon it by the JOSC.

13. Political Balance

- a) Each appointing authority must ensure that, as far as practicable, the members of the JOSC reflect the balance of political groups for the time being prevailing among the members of the appointing authority.

14. Appointment of Chair and Vice Chair

- a) A JOSC must appoint a chair of the committee from within its Elected Member membership.
- b) A JOSC may appoint a vice-chair and this must be from within its Elected Member membership.
- c) The Chair will be appointed from among the Elected Members of the specified Authority holding administrative rights for the current calendar year. This will occur on a rotational basis between the two Local Authorities with administrative rights moving from one authority to the other on an annual basis.
- d) Where the administrative Authority is unable to fulfil the requirements of point 14.(c) above, they will declare their position in good time at the commencement of the Municipal Year and administrative rights will be transferred to the alternate Local Authority.

15. Access to meetings and documentation etc.

- a) The JOSC is to be treated as a committee of a principal council for the purposes of Part VA of the Local Government Act 1972(1) (access to meetings and documents of certain authorities, committees and sub-committees).

16. Resolving disagreements

- a) All members of the JOSC have a duty to act assertively and proactively to resolve disagreements.
- b) Initially, the JOSC will utilise a collaborative-style methodology to resolve any conflict(s) or disagreements. The collaboration style involves parties working together to resolve issues, with a 'win-win' attitude clearly focused on making a positive difference to the lives of people who live in the County Boroughs of Merthyr Tydfil and Rhondda Cynon Taf. If necessary other ways of resolving disputes, such as mediation, will be used. Where mediation is used the parties must agree on the final, binding resolution.

17. Meetings of the JOSC

- a) Meetings will initially be held on a quarterly basis with a schedule of meeting dates circulated and agreed at the start of each financial year. Extra meetings may be called where 50% of the Elected Members identify the need.

18. Work programme (Forward Plan)

- a) The JOSC should formulate a forward plan to identify what issues the JOSC intends to focus upon during the course of the year.
- b) The terms of reference of the JOSC are to be reviewed on an annual basis and to be incorporated into the Committee's Work Programme.
- c) The forward plan should provide a clear rationale as to the purpose of considering a particular topic, and to the methods by which it will be investigated.
- d) The JOSC must have regard to The Local Government (Wales) Measure 2011 and guidance, which places a requirement to engage with the public.
- e) The forward plan will be published on both Authorities' websites to allow interested groups and individuals to provide comment and offer their views.

19. Invitations to the Cwm Taf Public Service Board

- a) The JOSC shall review and scrutinise the performance of the PSB, and in exercising its powers, may require members of the PSB to attend a meeting of the JOSC. This includes any person that has accepted an invitation to participate in the activity of the PSB.
- b) The JOSC shall review and scrutinise the performance of the PSB, and in exercising its powers, may invite Officers and Cabinet Members to attend its meetings when appropriate.
- c) The JOSC may request invitees to give account for their activities and their performance on matters within the JOSC's remit, particularly relating to:-
 - Any particular decision
 - The performance of partners in delivering shared objectives
- d) When the JOSC wishes to invite members of the PSB, officers, Cabinet Members or another individual to a meeting, it will:-

- Offer a minimum notice of 6 weeks' notice;
 - Clearly outline the reason and the likely areas for questioning;
 - Identify whether any paperwork is to be produced.
- e) Where individuals attend before the JOSC, the Chair shall ensure that they are treated with courtesy and respect. Following the meeting, attendees will be provided with feedback and clarification as to whether further information is required as part of the Scrutiny process.

20. Access to information rules

- a) Meetings of the JOSC will be subject to the same access to information rules as other public meetings of the councils.
- b) The Chair will adhere to the access to information rules of his/her respective Authority.

21. Rules of Procedure

- a) Members of the JOSC and the public must have regard for the Chair who will have the authority to determine on any rules of procedure during meetings of the JOSC.
- b) The Chair will adhere to the rules of procedure of his/her respective Authority.

22. Declarations of Interest

- a) All Elected Members shall observe the Code of Conduct in force for their respective Authorities, whilst co-opted members shall observe the Code of Conduct of the Authority of the Chair of the JOSC at the time the co-opted member was appointed.
- b) Members of the JOSC must declare any interest during meetings of the JOSC (and withdraw from the meeting if necessary) in accordance with the paragraph above.

23. Confidentiality of Information

- a) In accordance with Members' respective Authority's Code of Conduct, members (Elected Members and Co-opted Members) of the JOSC must not disclose any information considered 'exempt' in accordance with Section 100A (4) of the Local Government Act 1972.

24. Administrative arrangements

- a) The secretariat function will be provided by same Authority as the Chair for the period he/she is appointed for. The function includes:
- Arranging regular meetings of the JOSC - meetings are held within appropriate timescales following meetings of the Cwm Taf Public Services Board.
 - Preparing agendas and commissioning papers for meetings - Agendas and commissioning papers are prepared and distributed in a timely manner.
 - Inviting participants

- Managing attendance
 - Provision of meeting venues
 - Minute taking
 - Preparing evidence for Scrutiny
 - In alignment with the nominated Chair, the supporting Officer is from the same authority, which would allow for a shared resource approach
- b) The terms of reference of the JOSC are to be reviewed on an annual basis and to be incorporated into the Committee's Work Programme.

25. JOSC meeting procedures (including sub-committees)

- a) Main agenda items will be identified at the previous meeting in line with the agreed work programme. At this point potential witnesses and broad themes should be considered.
- b) Prior to the meeting all JOSC Members should be engaged in raising and discussing possible questions by email. The JOSC Chair will facilitate this process.
- c) A pre-meeting for all JOSC Members will be held for 30 minutes immediately before each JOSC meeting. The purpose is to ensure that members are fully prepared for the JOSC meeting and that the questioning strategy is clear.
- d) During the meeting, the JOSC Chair will be responsible for ensuring that questioning is effective and that the JOSC achieves its objective.
- e) Those invited to attend for a particular agenda item shall not be expected to remain at the meeting.
- f) At the close of the meeting, witnesses will be asked to leave to enable JOSC Members to discuss their conclusions and any recommendations arising from the meeting. These conclusions and recommendations will be reported to the PSB and relevant Cabinet Member(s) in the form of a Chairs' Letter. This part of the meeting should review the effectiveness of the meeting and identify ways that future meetings could be improved

26. Responding to the JOSC recommendations

- a) The JOSC will agree outcomes of its meetings and detail the conclusions and any recommendations arising from a JOSC meeting.
- b) The JOSC may recommend amendments to a strategy or policy at their meeting which will be formally minuted. The Chair will formally make recommendations via a Chairs Letter to the PSB Members and will send a copy to the Future Generations Commissioner, the Welsh Ministers, and the Auditor General for Wales (see 27 below) following each meeting.
- c) Where recommendations have been made to the PSB and/or the Cabinet Member(s), a written response would be expected within one month, indicating whether the recommendation is to be accepted and what action (if any) will be taken in response.

- d) Where the JOSC makes a report or recommendations to any of the appointing authorities or their executives the JOSC:-
- may publish the report or recommendations
 - may require the appointing authority or authorities, or the executive or executives—
 - to consider and respond to the report or recommendations indicating what (if any) steps it proposes, or they propose, to take; and
 - if the JOSC has published a report or recommendations, to publish the response.
 - Where the JOSC has provided a copy of the report or recommendations to a member of an appointing authority who has referred a matter to the JOSC or sub-committee, it must provide the member with a copy of the response.

27. Reports of the JOSC

- a) When making reports or recommendations to the PSB with respect to the board's functions or governance arrangements, the JOSC must send a copy of any report or recommendation to:-
- the Welsh Ministers;
 - the Future Generations Commissioner;
 - the Auditor General for Wales.
- b) Any reports or recommendations will be made on behalf of the JOSC, not the local authorities, and therefore there is no requirement for an executive or full council of the two Authorities to endorse the report. However it would be appropriate to share copies of reports with Executives of the participating local authorities in the interests of effective communication and good governance.

28. Evidence Gathering

- a) The JOSC is entitled to gather evidence in connection with any review or inquiry it undertakes as part of their agreed work plan.
- b) The JOSC shall adopt methods of gathering evidence to inform its deliberations. These include, but are not limited to, task and finish groups, holding enquiries, undertaking site visits, conducting public surveys, holding public meetings, commissioning research, hearing from witnesses and appointing advisors and assessors. The knowledge of Members is also a valuable source of evidence and should be considered as part of each inquiry.

29. Setting the agenda

- a) Individual agenda items, other than standing items, are to be determined in the first instance by the Work Programme which is to be established and agreed by the JOSC. The decision to consider additional items or defer planned items will be a matter for the discretion of the Chair.
- b) Any matter that is referred to the JOSC or a sub-committee by any member of the JOSC or a sub-committee will be included on the agenda for, and

discussed at, a meeting of the JOSC or the relevant sub-committee. See “Reference of matters to joint overview and scrutiny committee, etc” below

30. Reference of matters to joint overview and scrutiny committee, etc

- a) Any member of the JOSC can refer to the committee any matter which is relevant to its functions.
- b) Any member of a sub-committee of the JOSC can refer to the committee any matter which is relevant to its functions.
 - Any member of any of the appointing authorities can refer to the JOSC any local government matter which is relevant to the functions of the JSOC.
- c) Any referral as per a) to c) above will be included on the agenda for, and discussed at, a meeting of that committee or sub-committee.
- d) Where the JOSC makes a report or recommendations in relation to a matter referred to it by that member, it must provide the member with a copy of the report or recommendations.

31. Public Engagement / Public Question Time

- a) Meetings of the JOSC and sub-committees are open to the public and all reports are available to the public unless exempt or confidential, when the items would be considered in closed session.
- b) All persons who live or work in the two local authority areas can bring to the attention of the committee their views on any matter under consideration by the committee; and the committee must take into account these views.
- c) The JOSC will seek to gather evidence from the public as an ongoing aspect of its work.
- d) Meetings of the JOSC will be open to the public to observe and an item for public questions will be included on each agenda.
 - A question may only be asked if notice has been given by delivering it in writing or by electronic mail to the Director of Legal and Democratic Services no later than 10 days before the date of the meeting.
 - At any one meeting no person or organisation may submit more than one question and no more than one such question may be asked on behalf of one organisation.
 - A maximum of 15 minutes will be allowed at the meeting for public questions unless otherwise agreed at the meeting.
 - Each question must give the name and address of the questioner.
 - The Chair will invite the questioner to put the question to the meeting. If the questioner is unable to be present, the Chair will put the question and a written response will be provided to the questioner.

- A questioner who has put a question in person may also put one supplementary question without notice to the meeting.
- e) Letters and agenda packs will be published via the two Authority's agenda publications pages.

32. Training and Development

- a) Training will be provided to members of the JOSC as and when required / appropriate.

33. Expenses, Allowances and Salaries

- a) The JOSC will not be responsible for or pay any expenses or allowances.
- b) The remuneration of Chair of the JOSC (or a Sub-Committee of the JOSC) is prescribed by the Independent Remuneration Panel for Wales and is a matter for the constituent local authorities to decide whether such a post will be paid.
- c) All Elected Members and Co-opted Members will need to apply to their respective Authority or Organisation for any payment of expenses etc.

34. Meeting Venue / time

- a) Unless otherwise agreed by the JOSC, the meeting venue will be at venues within the two Local Authority Areas and where possible, the meetings will be held in each Authority area on a rotational basis. Due to the current COVID-19 pandemic and [The Local Authorities \(Coronavirus\) \(Meetings\) \(Wales\) Regulations 2020](#) issued by Welsh Government the JOSC will meet virtually until such time that meetings are able to be resumed "in person" or through a hybrid arrangement.
- b) Meeting times of the JOSC or any sub-committees will be agreed by the JOSC Elected Member membership.

CWM TAF PUBLIC SERVICES BOARD JOINT OVERVIEW & SCRUTINY COMMITTEE



4th December 2020

REPORT OF THE SERVICE DIRECTOR DEMOCRATIC SERVICES AND COMMUNICATIONS, RCTCBC

DRAFT FORWARD WORK PROGRAMME: 2020- 2021 MUNICIPAL YEAR

AGENDA ITEM: 6

1. PURPOSE OF THE REPORT

1.1 The purpose of this report is to provide Members of the Cwm Taf Public Services Board Joint Overview & Scrutiny Committee (JOSC) with a Forward Work Programme for the Municipal Year 2020/21.

2. RECOMMENDATIONS

2.1 It is recommended that Members:-

- i. Acknowledge the contents of the proposed draft forward work programme of the Cwm Taf Public Services Board Joint Overview & Scrutiny Committee for the 2020/21 Municipal Year, attached as Appendix 1 to the report;
- ii. Consider progress, achievements, and the effectiveness of the scrutiny work programme and scrutiny practice; and,
- iii. Consider and determine other matters it may wish to consider, challenge and scrutinise over this period, taking consideration of the factors set out in section 4.

3. REASONS FOR RECOMMENDATIONS

3.1 It is proposed that Members of the Scrutiny Committee have the opportunity to consider its work programme for the 2020/21 municipal year and that the proposed work programme allows for an element of flexibility and taking into account any additional consultative documents or legislative matters requiring attention.

4. BACKGROUND

4.1 Members will recall that the [Local Authorities \(Coronavirus\) \(Meetings\) \(Wales\) Regulations 2020](#), published at the end of April, provided the opportunity for committee functions to operate virtually.

4.2 The Cwm Taf Public Services Board Joint Overview & Scrutiny Committee continues to acknowledge the current pressures on the Council as it focuses on the

impact of the pandemic and its associated plans for response and recovery. The Committee recognises the desire to resume a 'business as usual' approach in terms of the scrutiny work programme, however, the Committee will need to be mindful of these ongoing pressures. Members are asked to acknowledge the balance required for a flexible and supportive scrutiny work programme that has clear objectives, expectations and lines of questioning. Importantly, this approach allows for business critical matters to be prioritised.

4.3 With this in mind the draft Cwm Taf Public Services Board Joint Overview & Scrutiny Committee forward work programme, attached at Appendix 1, sets out a manageable and realistic scrutiny activity allowing for the more pressing matters to be considered whilst having the flexibility to respond to emerging issues.

4.4 Members are reminded that given the current climate the draft forward work programme priorities are subject to change should other specific business need to be considered by the Committee on this date.

5. CONSULTATION / INVOLVEMENT

5.1 The draft Cwm Taf Public Services Board Joint Overview & Scrutiny Committee Forward Work Programme has been developed in discussions with the relevant senior officers.

6. EQUALITY AND DIVERSITY IMPLICATIONS

6.1 An Equality Impact Assessment is not required as the contents of the report are for information purposes only.

7. FINANCIAL IMPLICATIONS

7.1 There are no financial implications aligned to this report.

8. LEGAL IMPLICATIONS OR LEGISLATION CONSIDERED

8.1 The report has been prepared in accordance with paragraph 12.1 (Part 4) of the Council's Constitution.

9. LINKS TO PSB'S WELL-BEING OBJECTIVES

- 9.1 The recommended approach set out supports the Public Service Board Wellbeing objectives by ensuring progress of the JOSC is robustly scrutinised by the Committee, the public and others with a vested interest.
- 9.2 The proposed approach will also support the requirements set out in the 'Statutory guidance on the Well-being of Future Generations (Wales) Act 2015' which states:
- A public body must take account of the importance of involving other persons with an interest in achieving the well-being goals and ensure those persons reflect the diversity of the population;

- Effective involvement of people and communities in decisions that affect them is at the heart of improving well-being currently and in the future; and, It is vital to factor people's needs; ensuring engagement is meaningful and effective.

10. CONCLUSION

10.1 Members of the Cwm Taf Public Services Board Joint Overview & Scrutiny Committee are asked to identify any items they would like to review in greater detail and to agree the Draft Cwm Taf Public Services Board Joint Overview & Scrutiny Committee forward work programme for the 2020/21 Municipal Year.

Contact Officer: Sarah Handy, Members Researcher & Scrutiny Officer
Contact address: RCTCBC, The Pavilions, Clydach Vale, Tonypandy, CF40 2XX
Contact number: 01443 424 099
Email: sarah.handy@rctcbc.gov.uk

LOCAL GOVERNMENT ACT 1972

AS AMENDED BY

THE LOCAL GOVERNMENT (ACCESS TO INFORMATION) ACT 1985

RHONDDA CYNON TAF COUNTY BOROUGH COUNCIL

**CWM TAF PUBLIC SERVICES BOARD JOINT OVERVIEW & SCRUTINY
COMMITTEE**

4th DECEMBER 2020

REPORT OF THE SERVICE DIRECTOR, DEMOCRATIC SERVICES &

COMMUNICATION, RCTCBC

Cwm Taf Public Services Board Joint Overview and Scrutiny Committee Work Programme Descriptors 2020/21

(The Work Programme is reviewed at each meeting and as such is subject to change)



APPENDIX 1

Date / Timing	Overarching Item	Officer / PSB Member	Scrutiny Focus
4 th December 2020 2.00pm-4.00pm	Chair and Vice Chair Appointment	Service Director Democratic Services & Communications (RCTCBC) / Andrew Mogford – Head of Corporate Services MTCBC, Ann Taylor – Head of Democratic Services; Ceri Dinham - Corporate Communications, Consultation and Engagement Manager	To appoint a Chair and Vice Chair of the Cwm Taf PSB JOSC for the 2020-21 Municipal Year.
	To update members on the Governance arrangements for the JOSC and to agree a forward work programme for the 2020-21 Municipal Year.	Service Director Democratic Services & Communications (RCTCBC) / Andrew Mogford - Head of Corporate Services MTCBC, Ann Taylor – Head of Democratic Services; Ceri Dinham - Corporate Communications, Consultation and Engagement Manager	Scrutiny and Challenge: To receive a report from the Service Director Democratic Services & Communications (RCTCBC) in respect of the governance arrangements for the 2020-21 Municipal Year
	The Cwm Taf PSB Joint Overview & Scrutiny Forward Work Programme	Service Director Democratic Services & Communications (RCTCBC) / Andrew Mogford - Head of Corporate Services MTCBC, Ann Taylor – Head of Democratic Services; Ceri Dinham - Corporate Communications, Consultation and Engagement Manager	To developing a Forward Work Programme (FWP), agreeing a schedule of meetings of the JOSC and identifying any further training requirements.
	To receive Mr Mark Brace, Chair of the Community Impact Assessment Group and Vice Chair of the PSB.	PSB Senior Support Officers	To receive Mr Mark Brace, Chair of the Community Impact Assessment Group and Vice Chair of the PSB, who will provide the Committee with a progress

As per the WAO scrutiny forward work programmes should: provide a clear rationale for topic selection; be more 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.

Cwm Taf Public Services Board Joint Overview and Scrutiny Committee Work Programme Descriptors 2020/21

(The Work Programme is reviewed at each meeting and as such is subject to change)

			update on the PSB in terms of response and recovery and the work of the Community Impact Assessment.
5th February 2021 2.00pm – 4.00pm	Cwm Taf Wellbeing Plan Objective- Strong Economy	Simon Gale (RCTCBC) Director of Prosperity and Development AND Wendy Edwards (RCTCBC) Service Director Community Services/ Chris Hole – Head of Community Wellbeing and Alyn Owen – Interim Deputy Chief Executive/ Chief Officer of Regeneration & Public Protection	Scrutiny and Challenge: The Lead Officer(s) for this objective will provide an update on the progress made to date in relation to this objective within 'Our Cwm Taf' Wellbeing Plan. Members will have the opportunity to monitor progress in this area and identify whether the PSB is meeting its objectives.
	Procurement and manufacturing	Simon Gale (RCTCBC) Director of Prosperity and Development and Alyn Owen – Interim Deputy Chief Executive/ Chief Officer of Regeneration & Public Protection	Scrutiny and Challenge: The Lead Officer(s) for this objective will provide an update on the progress made to date in relation to this objective within 'Our Cwm Taf' Wellbeing Plan. Members will have the opportunity to monitor progress in this area.
23 April 2021 2.00pm –	To receive a progress update from the Chair of the PSB.	Councillor K O'Neill (Chair of the PSB)	Scrutiny and Challenge: To receive the Chair of the Cwm Taf Public Service Board who will provide a verbal update on all progress made since his previous attendance to the meeting of the JOsc on Friday, 11 th September 2020.
	To receive the Cwm Taf Joint Overview & Scrutiny Draft Annual Report	Service Director Democratic Services & Communications (RCTCBC) / Head of Corporate Services MTCBC, Ann Taylor – Head of Democratic Services; Ceri Dinham - Corporate Communications, Consultation and Engagement	Scrutiny and Challenge: To receive the draft Joint Overview & Scrutiny Draft Annual Report

As per the WAO scrutiny forward work programmes should: provide a clear rationale for topic selection; be more 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.

Cwm Taf Public Services Board Joint Overview and Scrutiny Committee Work Programme Descriptors 2020/21

(The Work Programme is reviewed at each meeting and as such is subject to change)

		Manager	
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Training Requirements:

Members to identify any training requirements at the first meeting of the JOSC.

DRAFT

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