

What are we trying to achieve, the outcome	Strengthened governance through improved Scrutiny work planning, project delivery, evaluation and involvement of residents.
Why we need to do it:	A follow up review of the Council’s scrutiny arrangements has identified further opportunities to enhance the impact of scrutiny on the Council’s Services for the people and communities in Rhondda Cynon Taf.

Proposals for improvement The Council should	Council’s Response	Next Steps	Timescale	Responsible Officer	Action to Date
WAO FFF 1 review whether specific training could better prepare overview and scrutiny members to respond to current and future challenges. This could include training on Cardiff Capital Region City Deal and Well-being of Future Generations (Wales) Act 2015.	<p>AGREED</p> <p>The training needs of Members have been reviewed through a Personal Development Review process as part of the Council’s ongoing commitment to Member development.</p> <p>Training needs in respect of Well-being of Future Generations Act and the Cardiff Regional City Deal, among other things have already been identified as part of this process.</p> <p>Well-being of Future Generations Act- Following initial training in respect of Well-being of Future Generations Act at Member induction, a Scrutiny Working Group has been established to develop RCT scrutiny arrangements that can be</p>	<p>A new approach to providing training that will strengthen arrangements for Member development will be presented to Democratic Services Committee for consideration on 25 October.</p> <p>Working Group meetings have scheduled between October and January.</p>	<p>Arrangements to be put in place by the start of the new municipal year</p> <p>October 2018 and January 2019</p>	<p>Christian Hanagan</p> <p>Christian Hanagan</p>	<p>The Democratic Services Committee have endorsed the approach to develop a ‘Members Portal’ which will allow provision for E-Learning to be taken forward. As this approach will take time to develop and embed training sessions will continue to be run in the Council Chamber for the benefit of all Members and bespoke training will be provided as identified through the</p>

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	<p>incorporated into existing processes. This will include consideration of a draft Scrutiny Framework which is being developed by the office of the Future Generations Commissioner.</p> <p>It is anticipated that Members of the Working Group will act as WFG 'Champions' within their respective Committees to support any changes to the scrutiny arrangements arising from the findings of the working group.</p> <p>Cardiff City Region City Deal- scrutiny arrangements have been established, with Bridgend Council taking forward the lead. We are working closely with colleagues in Bridgend to ensure that Members of the Board representing the council are provided with sufficient training and support to allow them to undertake their scrutiny role in this area.</p> <p>The Council is responsive to Members requests for training and changing legislation, with forthcoming training to be provided in respect of GDPR, which we will share with our Community and Town</p>	<p>CCRCDC Training is being discussed at the first meeting of the City Deal Joint Scrutiny which is taking place on the 15.10.18</p>	<p>Following the Joint Scrutiny Committees first meeting in October</p> <p>November 2018.</p>	<p>Christian Hanagan</p> <p>Christian Hanagan</p>	<p>continuation of Members PDRs. Any training needs identified by Scrutiny Committees will also be supported – During January 2019, all Members were invited to the Financial training session that was provided prior to F&P Committee. Sessions have also been undertaken in respect of GDPR, Equality and Diversity in addition to planning related training.</p> <p>Well-being of Future Generations Act – meetings of the scrutiny working group are continuing to take place in respect of the scrutiny of the LCV NOM. Prior to the</p>

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	Council colleagues to ensure all elected representatives for RCT are supported.	Subject to the agreement of Democratic Services Committee GDPR Training to take place prior to full Council on the 28.11.18			<p>formal commencement of the scrutiny review</p> <p>Members of the working group were provided with training on the Act and undertaking scrutiny through the lens of the Act. It is proposed that this training will be provided to all Members during the Municipal Year</p> <p>The CCRD working group have received training before meetings as well as undertaking related site visits to assist Members in their review and challenge.</p>
WAO FFF 2 review the level and type of scrutiny support required to enable the scrutiny function to	AGREED The Council is constantly reviewing capacity and support arrangements. Most recently at the Democratic Services Committee in July, 2018 it was	Further detail that will <ul style="list-style-type: none"> enhance officer support available to 	Democratic Services Committee	Christian Hanagan	Members of the Democratic Services Committee endorsed the opinion of the Interim Head of Democratic Services in respect of the

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respond to current and future challenges	<p>agreed that Christian Hanagan be designated the interim Head of Democratic Services (HODS) following the retirement of Karyl May. The Committee further agreed to</p> <ul style="list-style-type: none"> • create a Council Business Unit that will support the Executive and Non-Executive Members; • make the Member support functions more resilient; and • reinvest any efficiency savings arising to increase the capacity of the Business Unit to support the Scrutiny Committees in undertaking their duties. 	<p>non-executive members</p> <ul style="list-style-type: none"> • provide assistance for members to better prepare for scrutiny and • improved support for the Council's scrutiny functions, <p>will be included in the statutory 'Sufficiency of Resources' report which will be presented to the Democratic Services Committee on 25 October 2018.</p>	25 October 2018.		<p>provision of support in the newly formed Council Business Unit. Through the use of the Members Survey which was conducted in accordance with s6(2) of the Local Government (Wales) Measure provision was made in the survey to ask Members if they were happy with the level of support provided to them by the Council Business Unit, as well as additional information about the provision of facilities and training to assist Members in undertaking their roles. This feedback will be made available to the Democratic Services Committee at their next meeting for discussion and action if necessary, although early indications show a 97% approval rate for the support provided</p>

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					from the responses received.
WAO FFF 3 ensure that members have the opportunity to adequately prepare for scrutiny activity by having access to information in advance of scrutiny committee meetings.	<p>AGREED - Through the new Council Business Unit, the Council will ensure that Members have sufficient access to information and Officer reports in the specified time-lines as set out in the Council's constitution. Also, that that any presentations from Officers supplement Officer reports and recommendations and are not stand alone items.</p> <p>The recent development of the Cabinet/Scrutiny Engagement sessions with Scrutiny Chairs and Cabinet portfolio holders will continue to enhance this approach, with timely discussions of forward work programmes and opportunities for Scrutiny committees. Greater transparency of the detailed Cabinet work programme will also assist Scrutiny Members to establish items for pre-scrutiny and associated timelines.</p>	See above	Following the Democratic Services Committee October 2018	Christian Hanagan	As the Interim Head of Democratic Services plays an active part in the Senior Leadership Team meetings, officers are now aware of the importance of producing Members with sufficient access to information and officer reports as set out in the Council Constitution. Scrutiny Officers ensure that any power point presentations supplement the reports going forward. It is important that this practice continues, especially if Members agree to the proposal outlined with the report that Members are to carry out 'Working Group' type reviews in Committee meeting settings, therefore ensuring Members have

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					<p>sufficient information to undertake such scrutiny will be essential.</p> <p>The Cabinet/Scrutiny Engagement sessions with Scrutiny Chairs and Cabinet portfolio holders has proved to be successful, providing more opportunities than ever before for Scrutiny to play an influential role in the key policy decisions of the Council at an early stage and this approach will continue to be built upon.</p> <p>A notable example of this way of working has been the involvement of scrutiny at regular stages in the potential plans to modernise the delivery of residential care in the County Borough. Another notable example, has been, the engagement of scrutiny in the Council's 21st Century</p>

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					<p>Schools proposals for the first time. Both these examples have been achieved through the 121 dialogue established as a result of the regular formal meetings between scrutiny chairs and the respective Cabinet Members & Director.</p>
<p>WAO FFF 4 a) strengthen committee ownership of forward work programmes and committee agendas; and</p>	<p>AGREED - The Council continues to strengthen ownership of forward work programmes and committee agendas. Steps include</p> <ul style="list-style-type: none"> • Overview and Scrutiny Committee's (O&S) consideration of the quarterly Cabinet work programme. This enables O&S to refer matters to other Scrutiny Committees to help them plan their work programmes • Regular meetings between Scrutiny Chairs with associated Cabinet Members and Group Directors. These meetings address the cabinet work programme, policy developments and scrutiny priorities and have strengthened Members' 				<p>Cabinet published its work programme on 21st June 2018 for the 2018/19 municipal year and refreshed this on three occasions: 20th September 2018, 18th December 2018, 19th March 2019; with the document being reviewed and considered by Overview & Scrutiny.</p> <p>A link to the Council Work Programme is also provided at every Council meeting to allow for any appropriate</p>

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<p>b) clarify and promote arrangements for adding items to forward work programmes for members and the public.</p>	<p>overall understanding of the Council's business.</p> <p>At its meeting on 27 June the Council agreed a Council Work Programme which will help to make the business of the Council more transparent and although we know have more to do we've have started to make changes. This includes:</p> <ul style="list-style-type: none"> meetings of Scrutiny Committees being held in locations within communities across RCT. The aim of this is to encourage greater public engagement in the development of work programmes and attendance and involvement at Committee meetings. However, it is too early to evaluate the extent to which this has been achieved. dedicated pages for Scrutiny have been included on the Council's Website. These pages contain detailed information about the role of Scrutiny, projects that have been introduced as a result of Scrutiny intervention and a 'Scrutiny Chairs' 	<p>Review the effectiveness and impact of holding Scrutiny Committee meeting in locations across RCT.</p> <p>Continue to develop dedicated Scrutiny pages.</p>	<p>May 2019</p> <p>Ongoing</p> <p>October 2018</p>	<p>Christian Hanagan</p> <p>Christian Hanagan</p> <p>Christian Hanagan</p>	<p>updates to Members to ensure transparency.</p> <p>Committee Work Programmes are an important tool for Members to assist them in viewing items that are coming forward to Committees and for other Committees to utilise to prevent duplication of work and assist with pre-scrutiny. Work Programmes also assist members of the public to engage in the democratic process of the Council and all work programmes are available on a standalone page on the Council website as well as the scrutiny work programmes being available through the scrutiny pages of the website. It is noted that some work programmes have been more weighted in terms of</p>

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	<p>Blog' which currently contains contributions from two Scrutiny Chairs. Implementation of additional pages 'Engage with the Council' which provide options by which residents can engage in the Council's decision making processes, are imminent.</p> <ul style="list-style-type: none"> • work to ensure the format of work programmes is fit for purpose and user friendly for both Members and residents. • arrangements to ensure that meetings of Chairs and Vice-chairs of Scrutiny receive regular updates on Council business being developed by the Senior Leadership Team and the Executive for consideration so that they can better reflect the priorities being discussed. 	<p>Ensure the implementation of the 'Engage with the Council' Web pages.</p> <p>Continue work to introduce user friendly Scrutiny work programmes.</p> <p>Put in place arrangements to provide Chair and Vice meetings with more detailed information to inform their discussions about Council priorities.</p>	<p>Ongoing</p> <p>By the Council AGM 2019.</p>	<p>Christian Hanagan</p> <p>Christian Hanagan</p>	<p>the number of reports being presented at individual committees and whilst aiming to deliver more qualitative information, in some cases this has resulted in work programmes covering too broad a range of topics. As outlined in the report, the proposal to review each of the Committees Terms of Reference and utilising a new Work Programme Template which will incorporate other forms of good practice identified by other Authorities and incorporating elements of the Well-being and Future Generations Act will assist the Council in taking forward this proposal.</p> <p>The scrutiny pages on the Council website have been further promoted with a</p>

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					<p>banner on the Council front page, to allow further easier access to the Scrutiny web content for the benefit of Members and the general public. The 'Public Speaking at a scrutiny committee' meeting protocol has now been established and the guidance note is available on scrutiny pages for the public to utilise. This has been utilised at a recent Call In meeting, with 3 public speakers addressing the Committee on the agenda item.</p> <p>The Scrutiny chair and Vice Chair meetings are convened as and when appropriate following discussion with the Chair of the Overview & Scrutiny Committee. The Interim Head of Democratic Services ensures that an</p>

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					<p>agenda for each meeting is available for Members consideration with the appropriate reports to accompany each agenda item.</p> <p>Evaluation of the venues for scrutiny committees meetings has suggested that there has been no added benefit to taking the committees out into the community in respect of the interest of the public. It is therefore proposed within the report that the Committee meetings continue within the Council Committee meetings settings and further is taken forward in respect of the social media presence and the options for webcasting.</p>
WAO FFF 5 improve the arrangements in place to	AGREED – Steps have already been taken to better evaluate the impact of Scrutiny,				The Scrutiny Annual Report has taken forward an outcomes appraisal of the

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<p>evaluate the impact of scrutiny.</p>	<p>which has been reflected in the Annual Scrutiny Report 2017/18. A number of policies have been developed by Scrutiny Work groups and subsequently supported and taken forward and endorsed by Cabinet. An example of this is the work to improve the provision of sanitary products to female learners in schools arising from recommendations from Children and Young People Scrutiny Working Group which received cross party support by Council in February 2018 with a implementation plan being agreed by Cabinet in April 2018.</p> <p>The Council is continuing to develop its performance arrangements for Scrutiny so that they can better facilitate improved evaluation of scrutiny. This will include robust action planning to support the delivery of agreed recommendations with appropriate monitoring arrangements in place.</p>	<p>Develop and introduce strengthened performance arrangement to enable Scrutiny committees to better evaluate their impact</p>	<p>By the Council AGM 2019.</p>	<p>Christian Hanagan</p>	<p>work covered in the Municipal Year, demonstrating the impact that scrutiny has had on the residents of the County Borough. This approach which will further be strengthened upon going forward in future Annual Reports.</p> <p>Further work on the evaluation of the impact of scrutiny still needs to be strengthened by the Council and the proposals identified in the report to address Committee work programmes and scrutiny reviews during Committee meetings will assist in taking this forward.</p>