

# CWM TAF PUBLIC SERVICES BOARD JOINT OVERVIEW & SCRUTINY COMMITTEE



7<sup>th</sup> FEBRUARY 2020

## SCRUTINY OF THE CWM TAF PUBLIC SERVICES BOARD

### FORWARD WORK PROGRAMME

#### REPORT OF THE SERVICE DIRECTOR DEMOCRATIC SERVICES & COMMUNICATIONS

#### 1. PURPOSE OF THE REPORT

- 1.1 The purpose of this report is to present the Forward Work Programme (FWP) to Members and to include items for future prioritisation and consideration by the Cwm Taf PSB Joint Overview & Scrutiny Committee (JOSC).

#### 2. RECOMMENDATIONS

It is recommended that Members:

- 2.1 Consider and discuss items to include on their FWP taking into consideration the draft forward work programme attached at **Appendix A**;
- 2.2 Identify any additional items for the FWP using the criteria form attached at **Appendix B**; and
- 2.3 Consider the schedule of future meetings of the JOSC including frequency and location of meetings.

#### 3. REASON FOR RECOMMENDATIONS

- 3.1 To determine a clear Forward Work Programme, schedule and location of future meetings for the JOSC.

#### 4. WORK PROGRAMME

- 4.1 An effective FWP will identify the issues that the JOSC wishes to focus on throughout the year and provide a clear rationale as to why particular issues have been selected, as well as the approach that will be undertaken. The intention is to adopt a flexible approach to the FWP and to revisit it at regular intervals to ensure the items are valid and worthwhile. Members' input will also be sought on suggested topics for consideration as determining its own work programme and deciding on what evidence to seek to fulfil its scrutiny role; asking relevant and timely questions at meetings are all key to good scrutiny

- 4.2 This year, it is proposed that the JOSC agrees to scrutinise the development of one strand from the Cwm Taf Wellbeing Plan which will allow sufficient time for possible training sessions, work programme planning, site visits and/or presentations from Officers. Scrutinising one objective from the Cwm Taf Wellbeing Plan will also provide the Committee with the opportunity to produce a meaningful outcome at the end of the year. The items listed for consideration by the Committee are attached in the FWP at **Appendix A**
- 4.3 It is suggested that the JOSC consider progress made against the Cwm Taf Well-being Plan objective 'Thriving Communities'. In doing so members of the JOSC will be able to ensure the PSB is taking all reasonable steps to meet its objectives, monitor progress to date and consider the extent to which differences are being made to the communities of Cwm Taf in improving the social, economic, environmental and cultural well-being of the area.
- 4.4 The JOSC receive copies of the minutes and the Work Programme of the Cwm Taf PSB to inform the JOSC's future Work Programme.
- 4.5 Attached at **Appendix B** a scrutiny criteria form has been developed which considers issues such as impact, performance and the rationale behind the chosen topics. This criteria can be used by Members when they want to propose further items for the FWP which the Committee can consider for prioritisation at a future meeting. Should they wish to, Members are asked to complete the criteria form and return to the scrutiny officer with any suggested items they wish to consider at a future meeting.

## **5. FUTURE MEETINGS**

- 5.1 Members have previously requested that, where possible, the location of future meetings of the JOSC should be held in venues that support the needs of the Committee and are linked to the requirements of the Terms of Reference relating to 'Public Engagement' i.e that the venues are accessible to the residents of Cwm Taf in order to engage the public in our work. It is also the intention to link the locations to the agenda items under consideration so as to make them relevant.
- 5.2 The following is a proposed outline schedule for future meetings of the JOSC and it is for Members to determine the details i.e. times and venues.
- 28 February – Informal visit to the Ferndale Hub
  - 20 March 2020 – Formal Meeting, Ponty Lido
- 5.3 Based on what is agreed by the JOSC, Officers will schedule the dates and times in calendars as appropriate.

## **6. EQUALITY OR DIVERSITY IMPLICATIONS**

- 6.1 There are no Equality or Diversity implications aligned to this report.

## **7. CONSULTATION**

7.1 Members are presented with the Forward Work Programme at each meeting of the JOSC where they have the opportunity to discuss adding potential items for future scrutiny with the officers present at the meetings.

## **8. FINANCIAL IMPLICATIONS**

8.1 There are no financial implications aligned to this report. The improvements seek to strengthen the engagement with the public in the Joint Committee's scrutiny process using existing resources.

## **9. LEGAL IMPLICATIONS**

9.1 There are no legal implications aligned to this report.

## **10. LINKS TO PSB'S WELL-BEING OBJECTIVES**

10.1 The recommended approach set out supports the PSB Wellbeing objectives by ensuring progress decisions and future work programmes and plans are robustly scrutinised by the Committee, the public and others with a vested interest.

10.2 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.
- It is vital to factor people's needs; ensuring engagement is meaningful and Effective.

**Contact Officer: Sarah Daniel, Senior Democratic Services Officer**

**Contact address: RCTCBC, The Pavilions, Clydach Vale, Tonypany, CF40 2XX**

**Contact number: 01443 424 103**

**Email: [Sarah.daniel@rctcbc.gov.uk](mailto:Sarah.daniel@rctcbc.gov.uk)  
[Scrutiny@rctcbc.gov.uk](mailto:Scrutiny@rctcbc.gov.uk)**

# Cwm Taf Public Services Board Joint Overview and Scrutiny Committee Work Programme Descriptors 2019/20

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



Date / Timing	Overarching Item	Officer / PSB Member	Scrutiny Focus
<b>Date</b> <b>27<sup>th</sup> September</b> <b>2019</b> <b>2.00-4.00pm</b>	Progress update on Public Services Board (PSB)	Professor Marcus Longley (Chair of the Cwm Taf PSB)	<b>Scrutiny and Challenge:</b> 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, 22 <sup>nd</sup> March 2019.
	Development of Joint Overview & Scrutiny Work Programme and schedule of dates for Cwm Taf JOSC meetings.	Service Director Democratic Services & Communications (RCTCBC)	<b>Scrutiny and Challenge:</b> To receive a report from the Service Director Democratic Services & Communications (RCTCBC) in respect of developing a Forward Work Programme (FPW) for the Municipal Year 2019/20, agreeing a schedule of meetings of the JOSC and identifying any further training requirements.
	Cwm Taf Wellbeing Plan Objective- Thriving Communities	Paul Mee RCTBCB Chris Hole Merthyr Tydfil CBC	<b>Scrutiny and Challenge:</b> 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.

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 2019/20

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

<p><b>22<sup>nd</sup> November 2019 - Informal visit to Ferndale Hub</b></p>	<p>Informal visit and an opportunity to meet with service users and members of the community.</p>	<p>Service Director, Community Services</p>	<p><b>Scrutiny and Challenge:</b> 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.</p>
<p><b>7th February 2020 – 2-4pm Formal meeting, The Lido, Pontypridd</b></p>	<p>Joint Overview &amp; Scrutiny Work Programme and schedule of dates for Cwm Taf JOSC meetings for the 2019/20 Municipal Year.</p> <p>Committee Members to receive an update in respect of the work of the Cwm Taf PSB in relation to Social Prescribing.</p> <p>Committee Members to receive an update in respect of the work of the Cwm Taf PSB in relation to ACES Live Lab.</p> <p>Committee Members to receive an update in respect of the Committee's visit to the Ferndale Hub in November 2019.</p>	<p>Service Director Democratic Services &amp; Communications (RCTCBC)</p> <p>Kelechi Nnoaham, Director Public Health, Cwm Taf University Health Board</p> <p>Kelechi Nnoaham, Director Public Health, Cwm Taf University Health Board</p> <p>Service Director, Community Services</p>	<p><b>Scrutiny and Challenge:</b> To receive a report from the Service Director Democratic Services &amp; Communications (RCTCBC) in respect of Members agreeing the Joint Overview &amp; Scrutiny Work Programme and schedule of dates for Cwm Taf JOSC meetings for the Municipal Year 2019/20.</p> <p><b>Scrutiny and Challenge</b> To receive a report from the Director Public Health Wales in respect of progress made in respect of Social Prescribing.</p> <p><b>Scrutiny and Challenge</b> To receive a report from the Director Public Health Wales in respect of progress made in respect of the work of the PSB on ACES Live Lab.</p> <p>To receive an update following Committee's visit to the Ferndale Hub in October 2019.</p> <p><b>INFORMATION ONLY-</b> To receive the findings and recommendations of the Wales Audit Office</p>

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 2019/20

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

	<p>INFORMATION REPORT:- Wales Audit Office Recommendations- Review of Public Service Boards</p>		
<p><b>28<sup>th</sup> February 2020- Informal Visit – Ferndale Hub</b></p>	<p>Another opportunity to meet with service users and members of the community as well as Members of the Arts Factory.</p>	<p>Service Director, Community Services</p>	<p><b>Scrutiny and Challenge:</b> 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.</p>
<p><b>20 March 2020 – Ponty Lido, Pontypridd</b></p>	<p>To receive the Cwm Taf Joint Overview &amp; Scrutiny Draft Annual Report</p> <p>Progress update on Public Services Board (PSB)</p> <p>To Consider areas for development such as sustainability, integration, partnership and evaluation of the initiative, (the latter to be evidenced by case studies of service users)</p>	<p>Service Director Democratic Services &amp; Communications (RCTCBC)</p> <p>Professor Marcus Longley (Chair of the Cwm Taf PSB)</p> <p>Director, Public Health, Protection &amp; Community Services (RCTCBC)</p>	<p><b>Scrutiny and Challenge:</b> To receive the draft Joint Overview &amp; Scrutiny Draft Annual Report</p> <p><b>Scrutiny and Challenge:</b> To receive the Chair of the Cwm Taf Public Service Board who will provide a verbal update on all progress made in respect of the Wellbeing Plan.</p> <p><b>Scrutiny and Challenge:</b> 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 and consider areas for development in this area.</p>

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.

