



POLICY AND RESOURCES SCRUTINY COMMITTEE – 16TH JANUARY 2018

SUBJECT: POLICY AND RESOURCES SCRUTINY COMMITTEE FORWARD WORK PROGRAMME

REPORT BY: ACTING DIRECTOR OF CORPORATE SERVICES AND SECTION 151 OFFICER

1. PURPOSE OF REPORT

1.1 To report the Policy and Resources Scrutiny Committee Forward Work Programme.

2. SUMMARY

2.1 Forward Work Programmes are essential to ensure that Scrutiny Committee agendas reflect the strategic issues facing the Council and other priorities raised by Members, the public or stakeholders.

3. LINKS TO STRATEGY

3.1 The operation of scrutiny is required by the Local Government Act 2000 and subsequent Assembly legislation. The Forward Work Programmes contribute to the following Well-being Goals within the Well-being of Future Generations Act (Wales) 2016 by ensuring there is an effective scrutiny function and that council policies are scrutinised against the following goals:

- A prosperous Wales
- A resilient Wales
- A healthier Wales
- A more equal Wales
- A Wales of cohesive communities
- A Wales of vibrant culture and thriving Welsh language
- A globally responsible Wales

4. THE REPORT

4.1 The Policy and Resources Scrutiny Committee forward work programme includes all reports that were identified at the scrutiny committee meeting on 14th November 2017. The work programme outlines the reports planned for the period January 2018 to July 2018.

4.2 The forward work programme is made up of reports identified by officers and members and has been prioritised into three priority areas, priority 1, 2 or 3. Members are asked to consider the work programme alongside the cabinet work programme and suggest any changes before it is published on the council website. Scrutiny committee will review this work programme at every meeting going forward alongside any changes to the cabinet work programme or report requests.

4.3 The Policy and Resources Scrutiny Committee Forward Work Programme is attached at Appendix 1. The Cabinet Forward Work Programme is attached at Appendix 2.

5. WELL-BEING OF FUTURE GENERATIONS

5.1 This report contributes to the well-being goals as set out in links to strategy above. It is consistent with the five ways of working as defined within the sustainable development principle in that by ensuring the scrutiny function is effective when reviewing services and policies and ensure it considers the wellbeing goals.

6. EQUALITIES IMPLICATIONS

6.1 There are no specific equalities implications arising as a result of this report.

7. FINANCIAL IMPLICATIONS

7.1 There are no specific financial implications arising as a result of this report.

8. PERSONNEL IMPLICATIONS

8.1 There are no specific personnel implications arising as a result of this report.

9. CONSULTATIONS

9.1 There are no consultation responses that have not been included in this report.

10. RECOMMENDATIONS

10.1 That Members consider any changes and agree the final forward work programme prior to publication.

11. REASONS FOR THE RECOMMENDATIONS

11.1 To improve the operation of scrutiny.

12. STATUTORY POWER

12.1 The Local Government Act 2000.

Author: Emma Sullivan, Senior Committee Services Officer
Consultees: Christina Harray, Interim Chief Executive
Richard Harris, Deputy Monitoring Officer
Catherine Forbes-Thompson, Interim Head of Democratic Services

Appendices:
Appendix 1 Policy and Resources Scrutiny Committee Forward Work Programme
Appendix 2 Cabinet Work Programme

Policy & Resources Scrutiny Committee Forward Work Programme
APPENDIX 1

Policy & Resources Scrutiny Committee Forward Work Programme January 2018 to June 2018			
Meeting Date: 16th January 2018			
Subject	Purpose	Key Issues	Witnesses
Review of Treasury Management Strategy (P2)	To present Members with details of the 2018/19 Treasury Management Strategy, Capital Finance Prudential Indicators and Minimum Revenue Provision policy prior to consideration by Council.	The report will contain details of the following: - <ul style="list-style-type: none"> ▪ interest rate prospects in both the short-term and longer-term; ▪ the borrowing strategy to fund the General Fund and Housing Revenue Account (HRA) capital programmes; ▪ details of the Annual Investment Strategy; ▪ the Minimum Revenue Provision policy; and ▪ the associated prudential indicators for the three financial years 2018/19 to 2020/21. 	Interim Head of Corporate Finance – Stephen Harris
Whole Authority Revenue Budget Monitoring Report 2017/18 (P2)	To inform Members of projected whole-authority revenue budget expenditure for the 2017/18 financial year.	The report will provide information on the position of the whole-authority in respect of revenue budget monitoring for 2017/18. . Consideration will be given to actual expenditure and income to date. A projection will be made of the likely outturn (year-end) position and where significant variations against budget are identified these will be commented upon.	Interim Head of Corporate Finance – Stephen Harris
Update on Reserves (P2) – Members Request	To present the Scrutiny Committee with details of the usable reserves held by the Authority.	The report will provide detailed information on all usable reserves to ensure that there is an opportunity for effective scrutiny of the balances held and their intended purpose.	Interim Head of Corporate Finance – Stephen Harris
Housing Rent Increase (P1)	To present the housing rent increases prior to their consideration by Cabinet.	To present the housing rent increases for the forthcoming financial year in order to meet the requirement to notify tenants in advance of any increase being applied.	Chief Housing Officer – Shaun Couzens

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Meeting Date: 27th February 2018			
Subject	Purpose	Key Issues	Witnesses
WHQS Update and Findings of the Cross Party Working Group (P1)	To review progress with the implementation of the WHQS Programme and report the findings of the Cross Party Working Group.	To provide members with a performance update on the delivery of the programme to include total number of properties fully WHQS compliant as well as progress against the individual elements of the programme together with projections for 2020.	Shaun Couzens – Chief Housing Officer Marcus Lloyd – WHQS and infrastructure Strategy Manager.
Poverty Strategy (P3) – Members Request	To present an update on the Council's policy of tackling poverty.		Rob Hartshorn

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Meeting Date: 10th April 2018			
Subject	Purpose	Key Issues	Witnesses
British Telecom – Broadband Coverage and the Digital Profile (P3) – Members Request	To present an update on progress made providing superfast broadband services to the CCBC area following previous attendance at 28 th February 2017 meeting.	Key issues include how the programme is: <ul style="list-style-type: none"> • Supporting economic growth. • Reducing digital exclusion. Increasing availability of Fibre to the Cabinet (FTTC) services to improve performance and download speeds.	Paul Lewis – Acting Head of IT and Central Services
Disabled Facilities Grant – Performance (P2)	Information report to provide Members with an update regarding Performance Monitoring of Disabled Facilities Grant and the information regarding the implementation of ENABLE.	An update on performance of Disabled Facilities Grants during 2017/18 and highlight any potential challenges that may affect delivery of the Performance Indicator. Identify any areas of improvement linked to the implementation of ENABLE.	Shaun Couzens – Chief Housing Officer/Claire Davies – Principal Housing Officer
Affordable Homes in New Developments (P1)	Provide a six monthly Update on the delivery of Affordable Housing through the Planning process.	Members are aware of the position of Affordable Housing Provision through the planning process.	Tim Stephens – Development Control Manager and Interim Head of Planning.
Programme for Procurement	The Programme for Procurement sets out the Councils vision for developing and managing its third party expenditure in line with the Councils wellbeing objectives, Wales Procurement Policy and UK legislation.	The Council is committed to ensuring it achieves value for money from its third party procurement expenditure – circa, £170,000,000 per annum. It also recognises the value of using procurement to support its wider Cultural, Social, Economic and Environmental objectives, in ways that offer real long-term benefits to the community it serves and the people of Wales, whilst balancing the issues of value for money.	Liz Lucas

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Meeting Date: 29th May 2018			
Subject	Purpose	Key Issues	Witnesses
Sheltered Housing Schemes, Eastern Valley Area Remodelling (P1)	To provide members with proposals for remodelling a small number of sheltered housing schemes in the eastern valley.	For members to consider a number of options in relation to our sheltered housing schemes which may include improvements remodelling, alternative use and possibly demolition.	Shaun Couzens – Chief Housing Officer/ Fiona Wilkins – Public Sector Housing Manager/Angela Hiscox – Elderly Persons Housing Manager
New Build – Options for Delivery (P1)	To advise Members of the new funding stream for Local Authority house building and to outline a development programme for new build Council homes. The report sets out how we will maximise the funding opportunities available over the next three years and deliver up to 46 new build homes, with an indicative total grant of £3,893,923 and indicative overall investment of £6,713,791. The report also confirms the sites available to develop, and the proposed specification for new build.	To confirm the new build Council Housing programme, including the preferred delivery option in order for the Council to utilise the Affordable Housing Grant funding that has been allocated to CCBC.	Shaun Couzens - Chief Housing Officer/Claire Davies – Principal Housing Officer/ Kevin Fortey – Housing Development Officer

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Meeting Date: 10th July 2018			
Subject	Purpose	Key Issues	Witnesses
Year End Performance for Corporate Services 2017/18 (P2)	Performance of Corporate Services for 2017/18	Highlighting the exceptions and looking forward to 2018/19. The future challenges, setting out key objectives/priorities for the next twelve months, and identifying areas for improvement.	Nicole Scammell – Interim Corporate Director Corporate Services.
Wellbeing Objective WO5 – Investment in Council Homes (P1)	To provide an update of progress against the Councils highest priorities identified within the Councils Corporate Plan 2016.	To provide an update against the Well-being Objective action plan using the Council Ffynnon scorecard which provides PI data regarding completion of internal and external works programmes and adds information on peoples satisfaction with the internal works. The update of the WBO should also identify any emerging slippage or additional progress against the action plan	Shaun Couzens – Chief Housing Officer
Year End Performance Housing Services (P1)	Performance Monitoring	An update on performance of the Housing Service during 2017/18, to set out the key service objectives for 2018/19 and highlight any potential challenges that may affect delivery of these objectives.	Shaun Couzens – Chief Housing Officer Christina Harry – Corporate Director Communities

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Meeting Date: to be confirmed			
Subject	Purpose	Key Issues	Witnesses
Supported Accommodation (P3)	This information report will update members on the progress of supported accommodation	To advise members on the progress of supported accommodation.	
Local Housing Strategy			
Shared Resource Service (SRS) (Special Meeting) (P1)	To present the proposal in respect of the Authority joining the SRS.	The SRS is a joint committee that presently included Gwent Police, Torfaen CBC, Newport CBC, Blaenau Gwent CBC and Monmouth CBC. This collaboration provides IT Services to its Members.	Matthew Lewis SRS Nicole Scammell

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31ST JANUARY 2018	Key Issues	Service Area
Annual Equalities Report 2016-2017	<p>The Council has a statutory duty to produce an annual monitoring report on Equalities issues under current legislation. The requirements are very detailed as to what relevant information must be included in the annual monitoring and improvement report.</p> <p>The information presented is to ensure that the regulatory body involved (the Equalities and Human Rights Commission) is provided with full evidence of the Council's compliance and commitment to the statutory duty.</p>	Public Protection
Update on Reserves	To present details of the usable reserves held by the Authority and to outline proposals for the use of reserves in some areas.	Corporate Finance
Land at Plasturtwyn Terrace, Llanbradach	<p>To seek members' instructions in relation to the disposal of the land, which has been declared surplus. The options are</p> <ol style="list-style-type: none"> 1. To negotiate a disposal directly with the zoned Housing Association partner, in which case affordable housing could be up to 100% or 2. To put the site on the market with a view to achieving a capital receipt, with affordable housing limited to a maximum of 40% 	Property Services
Housing Revenue Account Charges – 2018/2019	For Members to consider and take a view on the increased Housing rent charges proposed in this report, prior to consideration by Cabinet on the 31 January 2018. The charges predominantly focus on council house rents and are intended to be effective for the Housing Revenue Account (HRA) for the 2018/19 financial year.	Housing
Disposal of land at Bargoed Development Plateau to Marstons PLC	<p>To seek approval in principle to the disposal of Council owned land at Bargoed Development Plateau to Marstons PLC to facilitate development of a pub/restaurant.</p> <p>To authorise the Interim Head of Property Services to negotiate with Marstons PLC to agree the detailed terms and conditions of the disposal and with WG in order to satisfy the conditions of the WG Land Reclamation Grant that part funded the construction costs of the Bargoed Development Plateau.</p>	Economic Development

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ERDF 4.4 Funding Opportunities – The Lawn Industrial Estate Rhymney and T.D. Nelson.	The report advocates identifying the Lawn Industrial Estate and Ty Du Nelson as the Council's primary focus for ERDF Programme measure 4.4 and seeks to identify the required levels of match funding to allow the projects to progress. It also advocates agreeing in principle entering into a Joint Working/Development Agreement with Welsh Government at Ty Du based on the received draft Heads of Terms.	Economic Development
Car Salary Sacrifice Scheme	To advise Cabinet of the implications of HMRC changes in relation to the treatment of tax and national insurance for the Car Salary Sacrifice Scheme and to make appropriate recommendations on the future of the Scheme.	Human Resources
Amendments to Authorisation of Officers within the Public Protection Division	The report will inform Cabinet of the introduction of the Public Health (Wales) Act 2017 and ask for the authorisation of officers under the Act. The report will also seek a recommendation from Cabinet to Council that the Act be added to the Council's Constitution.	Public Protection
Land at Coronation Road, Blackwood	To seek approval to the principle of disposing of land between Coronation Road and Lilian Road, Blackwood to the Pobl Group for an affordable housing scheme having a mix of properties that addresses the needs identified within the Council's Housing Register.	Property Services
Children's Burial Fees	To seek the views of Cabinet on the formal adoption of a Memorandum of Understanding (MoU) between Welsh Government and Local Government across Wales to set out a consistent approach in relation to children's burial fees.	

14TH FEBRUARY 2018	Key Issues	Service Area
Budget Proposals 2018/19 and Medium-Term Financial Strategy 2018/2023	To seek Cabinet endorsement of the 2018/19 budget proposals contained within this report prior to final determination at Council on the 20th February 2018.	Corporate Finance
Business Improvement Programme	To provide Cabinet with an overview of the Business Improvement Portfolio Board aims and objectives; the programmes/projects which sit within its remit and associated timelines for delivery, and the programme/project management arrangements in place and interfaces with existing governance requirements	Communities
Control of Hand Arm Vibration at Work Policy	Cabinet approval is sought for the Policy which details the roles and responsibilities at all levels for the control of vibration.	Health and Safety

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Electrical Safety Policy	The purpose of this report is to seek Committee Members approval for the draft policy for Electrical Safety prior to the report being referred to Cabinet for consideration.	Health and Safety
Corporate Risk Register	To provide an update of the Corporate Risk Register in accordance with the Council's Risk Management Strategy. The updated Corporate Risk Register (CRR) is presented to Audit Committee so there is opportunity for the Committee to satisfy itself that appropriate arrangements are in place for the council's risk management processes to be regularly and robustly monitored and scrutinised	Public Protection
Dying to Work Campaign		Human Resources

28TH FEBRUARY 2018	Key Issues	Service Area
CCBC Corporate Plan	The Corporate Plan sets out the Council's Priorities. The Local Government Measure 2009 requires all local authorities in Wales to set and publish a set of priorities as is 'practicably possible' in the new financial year. The introduction of the Well-being of Future Generations (Wales) Act 2015 (WBFGA) also places a legal requirement for public bodies to set and publish 'Well-being Objectives' and publish by a specific date of no later than 31st March 2018.	Public Protection
Fixed Penalty Notices for Flytipping	To seek Cabinet approval for a fixed penalty amount for fly tipping offences following the introduction of the Unauthorised Deposit of Waste (Fixed Penalties) (Wales) Regulations 2017.	Public Protection
General Data Protection Regulation (GDPR) – Statutory Role of Data Protection Officer	To inform Members of the requirement to create a new statutory role of Data Protection Officer as prescribed by the forthcoming EU General Data Protection Regulation (GDPR) and recommend a suitable allocation of the responsibility to an existing role within the Authority.	Information Technology

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28TH MARCH 2018	Key Issues	Service Area
The Gwent VAWDASV Strategy	To seek Cabinet approval for the Regional Gwent Violence Against Women, Sexual Violence, & Domestic Abuse Strategy 2017-22. The purpose of this strategy is to set out the regional integrated approach to stop violence against women, domestic abuse and sexual violence, to improve the health and well-being of individuals and families affected by abuse and hold to account those who perpetrate such abuse.	Public Protection
EAS Business Plan	To seek members views on the draft EAS Business Plan 2018-2021 and the Local Authority Annex 2018-2019	Education
25TH APRIL 2018	Key Issues	Service Area
Procurement Strategy		Procurement
30TH MAY 2018	Key Issues	Service Area
Sheltered Housing Schemes – Eastern Valleys Area Remodelling	To provide members with proposals for remodelling a small number of sheltered housing schemes in the eastern valley, in order for members to consider a number of options which may include improvements, remodelling, alternative use and possibly demolition.	Housing
Affordable Homes New Build Proposals	To confirm the new build Council Housing programme, including the preferred delivery option in order for the Council to utilise the Affordable Housing Grant funding that has been allocated to CCBC.	Housing
11TH JULY 2018	Key Issues	Service Area
Corporate Risk Register	To provide an update of the Corporate Risk Register in accordance with the Council's Risk Management Strategy. The updated Corporate Risk Register (CRR) is presented to Audit Committee so there is opportunity for the Committee to satisfy itself that appropriate arrangements are in place for the council's risk management processes to be regularly and robustly monitored and scrutinised.	Public Protection