



SCRUTINY MANAGEMENT PANEL

MINUTES OF THE MEETING HELD AT PENALLTA HOUSE, YSTRAD MYNACH, ON WEDNESDAY, 26TH MAY 2010 AT 5.00PM

PRESENT:

Councillor J. Taylor – Chairman

Councillors:

D. Cullen, L. Hughes, L. Binding, and V. Jenkins

Together with:

Jonathan Jones (Scrutiny and Members' Services Manager), Ros Roberts (Performance Manager) and Catherine Forbes-Thompson (Scrutiny Research Officer).

1, APOLOGIES

Councillors D. Bolter, M. James, M. Prew, K. Lloyd, M. Sargent and Colin Jones (Head of Performance and Policy)

2. DECLARATIONS OF INTEREST

There were no declarations if interest.

3. APPROVE MINUTES OF MEETING HELD ON 27TH JANUARY 2010

The minutes were approved as an accurate record.

4. AUTUMN PERFORMANCE MANAGEMENT MEETING

Ros Roberts recapped on the arrangements for previous performance management scrutiny committee meetings. She asked members to consider the arrangements for the autumn round of performance management meetings and suggested that more involvement of the scrutiny committee chairs and vice chairs in selecting topics would be more balanced. It was suggested that a criteria to select the topic for discussion could be agreed. Criteria could be as simple as looking at the subjects that have already come forward and identify gaps, for example or looking at the risks identified for the service through their SIP, selecting poor performance or greatly improved performance.

Members recognised the importance of performance management and agreed that each department and service area may require different approaches. Social Services for example should link in with the Directors Self Assessment report, which gives an overall view of the whole service, whereas Environmental Services has a number of service areas that could

come forward on an individual basis. Ros Roberts stated that the Ffynnon scorecard system should be used, and can be tailored to suit the needs of the service areas.

Members suggested that crosscutting issues such as sickness could be a useful topic for P&R scrutiny and could be followed up by further drilling down by individual scrutiny committees on specific service areas in order to look at underlying reasons.

Members agreed that a forward work programme for performance management meetings should be flexible enough to allow 'hot topic' areas to be included if the scrutiny committee wishes.

It was agreed that Ros Roberts will attend the September meeting of SMP and will bring forward a criteria for members to consider.

5. SCRUTINY DEVELOPMENT FUND

Jonathan Jones gave an update on the scrutiny development fund projects that the Council is involved in. There are two projects currently ongoing. The first is a joint bid with Torfaen, Blaenau Gwent and Merthyr Tydfil which will look at training for members and partners in relation to the changes to scrutiny that are currently being finalised by WAG and the Crime and Disorder Scrutiny requirements.

The project was launched at the Senedd in Cardiff and was attended by members and representatives from Police, Health and the Voluntary Sector.

The Centre for Public Scrutiny is providing all of the training, and Charlotte Evans will circulate details.

Cath Forbes-Thompson updated the meeting on the current status of the second SDF project. This is a research project looking at Local Procurement and the Aneurin Bevan Health Board. This is a joint project with Newport City Council and the first meeting took place last week.

The project is being undertaken by Cardiff University and the researchers are Professor Max Munday, Dr. Annette Roberts and Professor Kevin Morgan. They have met with Health Colleagues and have commenced their brief. The project is due for completion at the end of September 2010.

6. CRIME AND DISORDER SCRUTINY

Cath Forbes-Thompson updated members on the progress with the development of protocols for the implementation of the Crime and Disorder Scrutiny arrangements. Council agreed to appoint the Policy and Resources Scrutiny Committee as the Crime and Disorder Scrutiny Committee at its meeting in November 2009. The final guidance has now been received from WAG and draft protocols have been written. These have been discussed with representatives from the Councils' Community Safety Team, Superintendent Jon Burley the Chair of the Safer Caerphilly Community Safety Partnership, Robert Hartshorn Head of Public Protection, and Gail Williams the Councils' Deputy Monitoring Officer.

Members discussed the draft protocols and agreed that they should be circulated for wider consultation. When the consultation is completed the protocols will be sent to CMT and then Full Council for approval. Jonathan Jones stated that the first meeting of the Crime and Disorder Scrutiny Committee will take place in the autumn and will include presentations on the role and responsibilities of the Crime and Disorder Scrutiny Committee.

7. TASK AND FINISH REVIEWS

Cath Forbes-Thompson informed the meeting that there are two reviews that are almost complete and there is a need to think about subject for reviews to start in the autumn. In the past ideas for reviews have come from individual members, from CMT and as a result of performance management meetings. Members discussed meeting with Directors for their respective scrutiny committees to identify possible subjects.

Action: Cath Forbes-Thompson to arrange meeting between Chairs and Vice Chairs and Directors.

8. TRAINING ON COUNCIL'S CONSTITUTION

Jonathan Jones informed the meeting that he had received a request for training on the Councils constitution. Members agreed that they would like to have training, to include motions, amendments to motions and procedure.

Action: Jonathan Jones will develop a short training course.