



SCRUTINY LEADERSHIP GROUP – 30TH JANUARY 2014

SUBJECT: SCRUTINY IMPROVEMENT ACTION PLAN - UPDATE

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

1. PURPOSE OF REPORT

- 1.1 To update Scrutiny Leadership Group on the progress to date on the actions contained in the scrutiny improvement action plan.

2. SUMMARY

- 2.1 This report gives an update on the scrutiny improvement action plan, and highlights where actions are completed.

3. LINKS TO STRATEGY

- 3.1 The operation of scrutiny is required by the Local Government Act 2000 and subsequent Assembly legislation.

4. THE REPORT

- 4.1 The Scrutiny Improvement Action Plan was presented and endorsed by Council on the 8th October 2013. Since then progress has been made against a number of the actions, which are outlined in the updated action plan attached at appendix 1.

Training and Development for Members and Officers

- 4.2 Significant work has been undertaken on training for Members, which was reported to Scrutiny leadership Group on 17th December 2013. Further training has been arranged for February 2014.
- 4.3 Members have taken part in observation visits to Cardiff City Council and Torfaen County Borough Council to observe scrutiny committee's. Additional visits have been arranged to observe scrutiny committees at Bridgend, Cardiff, Monmouthshire and Newport Council's between February and May 2014.
- 4.4 A report outlining the training proposals for members has been drafted and will be presented to Democratic Services Committee on the 13th February 2014, copies will be circulated to Scrutiny Leadership Group for information prior to the meeting.

Scrutiny Development and Organisation

- 4.5 The Scrutiny leadership group is established and Council agreed the terms of reference on

the 8th October 2013. The first meeting of the group took place on the 17th December 2013 when the role of the group was explored. **(Action 6 Completed)**

- 4.6 Training was provided on the effective use of pre-meetings during November 2013, with a 48% attendance. This was reported to Scrutiny Leadership group in December 2013 and it was recommended that additional training be provided, this has been arranged for February 2014. The implementation of pre-meetings for Scrutiny Committee Members will take effect in March 2014.
- 4.7 A report has been presented to Standards Committee to inform them that the Scrutiny Improvement Action Plan includes a requirement for Standards Committee to refer Ombudsman reports to Scrutiny Committees where relevant. A further report outlining a protocol will follow.
- 4.8 The new scrutiny committee layout is fully implemented with officers now sitting 'cabinet style' alongside the Cabinet Member and all Scrutiny Committee Members have nameplates. Officers are now encouraged to leave following the presentation of their reports. **(Action 7 & 11 Completed)**
- 4.9 The first meeting of the Gwent Scrutiny Network was arranged for the 23rd January 2014. **(Action 13 Completed)**
- 4.10 An overview of the Single Integrated Plan is proposed for the March 2014 meeting of Policy and Resources Scrutiny Committee. There is ongoing work to develop the Single Integrated Plan Scorecards, once complete these will be presented to Policy and Resources Scrutiny Committee to monitor the priorities. It should be noted however that the Safer Caerphilly Scorecards have been reported to the Crime and Disorder Scrutiny Committee on 12th September 2013 and will be presented again on 20th March 2014.

Performance Management

- 4.11 Training provided to Members in October and November 2013 included advice on identifying performance management issues in reports. Scrutiny Committees will discuss the Improvement Objectives during January and February 2014.

Forward Work Programmes

- 4.12 The development of the forward work programmes for scrutiny committees and public engagement has been progressed since Council agreed the consultation process on the 8th October 2013.
- 4.13 The first cycle commenced in December 2013 for meetings to be held during February to April period and the draft forward work programmes were published on the Council website week commencing 20th January 2014. These forward work programmes will be finalised by Scrutiny Leadership group on 30th January 2014 in accordance with the criteria attached at appendix 2. **(Action 22 Completed)**

5. EQUALITIES IMPLICATIONS

- 5.1 This report is for information purposes, so the Council's EqIA process does not need to be applied.

6. FINANCIAL IMPLICATIONS

- 6.1 There are no financial implications not contained in the report.

7. PERSONNEL IMPLICATIONS

7.1 There are no personnel implications not contained in the report.

8. CONSULTATIONS

8.1 There are no consultation responses not contained in the report.

9. RECOMMENDATIONS

9.1 Scrutiny Leadership note and comment on the progress made in respect of the action plan.

10. REASONS FOR THE RECOMMENDATIONS

10.1 For Scrutiny Leadership Group to monitor the scrutiny improvement action plan.

11. STATUTORY POWER

11.1 Section 21 of the Local Government Act 2000

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Appendices:

Appendix 1 Scrutiny Improvement Action Plan Update
Appendix 2 Criteria for Forward Work Programme Requests