



POLICY AND RESOURCES SCRUTINY COMMITTEE – 9TH JULY 2019

SUBJECT: POLICY AND RESOURCES SCRUTINY COMMITTEE FORWARD WORK PROGRAMME

REPORT BY: CORPORATE DIRECTOR FOR EDUCATION AND CORPORATE SERVICES

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. RECOMMENDATIONS

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

4. REASONS FOR THE RECOMMENDATIONS

4.1 To improve the operation of scrutiny.

5. THE REPORT

5.1 The Policy and Resources Scrutiny Committee forward work programme includes all reports that were identified at the scrutiny committee meeting on 28th May 2019. The work programme outlines the reports planned for the period July 2019 to April 2020.

5.2 The forward work programme is made up of reports identified by officers and members. 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.

5.3 The Policy and Resources Scrutiny Committee Forward Work Programme is attached at Appendix 1, which presents the current status as at 1st July 2019. The Cabinet Work Programme is attached at Appendix 2. A copy of the prioritisation flowchart is attached at appendix 3 to assist the scrutiny committee to determine what items should be added to the forward work programme.

5.4 **Conclusion**

The work programme is for consideration and amendment by the scrutiny committee prior to publication on the council website.

6. **ASSUMPTIONS**

6.1 No assumptions are necessary.

7. **LINKS TO RELEVANT COUNCIL POLICIES**

7.1 The operation of scrutiny is required by the Local Government Act 2000. The Local Government Wales Measure 2011 and subsequent Statutory Guidance include requirements to publicise the work of scrutiny committees. The operation of scrutiny committee forward work programmes was agreed following decisions by Council in October 2013 and October 2015.

7.2 **Corporate Plan 2018-2023.**

Scrutiny Committee forward work programmes contributes towards and impacts upon the Corporate Well-being Objectives by ensuring that the Executive is held to account for its Corporate Objectives, which are:

Objective 1 - Improve education opportunities for all

Objective 2 - Enabling employment

Objective 3 - Address the availability, condition and sustainability of homes throughout the county borough and provide advice, assistance or support to help improve people's well-being

Objective 4 - Promote a modern, integrated and sustainable transport system that increases opportunity, promotes prosperity and minimises the adverse impacts on the environment

Objective 5 - Creating a county borough that supports a healthy lifestyle in accordance with the sustainable Development Principle within the Wellbeing of Future Generations (Wales) Act 2015

Objective 6 - Support citizens to remain independent and improve their well-being

8. **WELL-BEING OF FUTURE GENERATIONS**

8.1 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

9. EQUALITIES IMPLICATIONS

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

10. FINANCIAL IMPLICATIONS

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

11. PERSONNEL IMPLICATIONS

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

12. CONSULTATIONS

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

13. STATUTORY POWER

13.1 The Local Government Act 2000, The Local Government (Wales) Measure 2011.

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Consultees: Catherine Forbes-Thompson, Interim Head of Democratic Services
Richard Edmunds, Corporate Director for Education and Corporate Services
Robert Tranter, Head of Legal Services/ Monitoring Officer

Appendices:

Appendix 1 Policy and Resources Scrutiny Committee Forward Work Programme
Appendix 2 Cabinet Forward Work Programme
Appendix 3 Forward Work Programme Prioritisation Flowchart

APPENDIX 1

Policy & Resources Scrutiny Committee Forward Work Programme July 2019 to April 2020			
Meeting Date: 9th July 2019 (Performance Management Meeting)			
Subject	Purpose	Key Issues	Witnesses
Year End Performance for Corporate Services 2018/19	To provide the Scrutiny Committee with details of year-end performance for the Directorate of Corporate Services.	<p>The report will provide details of the key achievements for the Directorate during the 2018/19 financial year along with details of those areas that did not go so well.</p> <p>A suite of supporting information will be provided in a Directorate Performance Assessment.</p>	<p>Richard Edmunds, Corporate Director for Education & Corporate Services</p> <p>Stephen Harris, Interim Head of Business Improvement Services & Acting S151 Officer</p>

Meeting Date: 1st October 2019			
Subject	Purpose	Key Issues	Witnesses
Capital Outturn 2018/19	To advise members of Final audited capital spend against the Authority's capital schemes for 2018/19.To highlight slippage and under/overspends	Ensuring capital spend is within approved allocations.	Stephen Harris, Interim Head of Business Improvement Services & Acting S151 Officer

Meeting Date: 12th November 2019

Subject	Purpose	Key Issues	Witnesses
Treasury management half year report 2019/20	To update members in respect of performance against the Authority's Treasury Management Strategy and targets for investment income.	Ensuring level of investment income on target to budget for 2019/20 and advise of borrowing for 2019/20.	Stephen Harris, Interim Head of Business Improvement Services & Acting S151 Officer

Meeting Date: 11th December 2019 (Medium-Term Financial Plan Special)

Subject	Purpose	Key Issues	Witnesses
Draft Savings proposals	To allow members the opportunity to ask questions and give views on the Draft 2020/21 Budget proposals.	To ensure members are given the opportunity to scrutinise the Cabinet's Draft Budget proposals for 2020/21.	Stephen Harris, Interim Head of Business Improvement Services & Acting S151 Officer Richard Edmunds, Corporate Director for Education & Corporate Services

Meeting Date: 14th January 2020			
Subject	Purpose	Key Issues	Witnesses
Update on Reserves	To ensure members have the opportunity to ask questions about the level of reserves held by the Authority at Financial year end 31 st March 2019. In addition, to ensure there is an understanding around the need to hold reserves.	Ensuring Authority is open and transparent about what reserves are held for and why.	Stephen Harris, Interim Head of Business Improvement Services & Acting S151 Officer
Whole Authority Budget Monitoring	To provide members with a Budget Monitoring report for the whole Authority for 2019/20. To include all scrutiny reports by Directorate and estimates for spend to financial year end.	Ensuring budget monitoring reports are presented and members are given the opportunity to see how spend is progressing against budget to ensure services spend within Council approved limits.	Stephen Harris, Interim Head of Business Improvement Services & Acting S151 Officer Richard Edmunds, Corporate Director for Education & Corporate Services
Treasury Management Strategy (NOT ON CMT SPREADSHEET)	To provide members with the opportunity to endorse or suggest changes to the TM Strategy prior to Full Council approval.	To ensure members have the opportunity to ask questions and propose changes for Full Council to consider in respect of the TM Strategy.	Stephen Harris, Interim Head of Business Improvement Services & Acting S151 Officer
Performance Management – 6 month update			

Meeting Date: 25th February 2020			
Subject	Purpose	Key Issues	Witnesses
Treasury management – Period 9 (or Info?)	To update members in respect of performance against the Authority's Treasury Management Strategy and targets for investment income.	Ensuring level of investment income on target to budget for 2019/20 and advise of borrowing for 2019/20.	Stephen Harris, Interim Head of Business Improvement Services & Acting S151 Officer

Meeting Date: 7th April 2020			
Subject	Purpose	Key Issues	Witnesses

Policy and Resources Scrutiny Committee

Meeting Date: 9th July 2019 – Information Reports			
Subject	Purpose	Key Issues	Witnesses
Write off Debts	To advise members of the amount of bad debt that is irrecoverable and hence has been written off in the financial year 2018/19.	To comply with Financial Regulations	Stephen Harris, Interim Head of Business Improvement Services
Corporate Services & Miscellaneous Finance Revenue Grants 2019-20	To advise members of grant funding streams available for 2019/20 in respect of Corporate services.	To ensure members are aware of grant funding changes and the level of service funded by specific grants in Corporate services.	Stephen Harris, Interim Head of Business Improvement Services
Corporate Services & Miscellaneous Finance Budgets 2019-20	To advise members of the budgets for corporate service areas and miscellaneous finance for 2019/20.	To ensure members are aware of lower level budget allocations following approval of the budget by Council for 2019/20.	Stephen Harris, Interim Head of Business Improvement Services

Meeting Date: 1st October 2019 - Information Reports			
Subject	Purpose	Key Issues	Witnesses
Corporate Services & Miscellaneous Finance - Budget Monitoring - Period 4	To advise members of any forecast under or overspends for 2019/20 in respect of corporate services and miscellaneous finance, along with any corrective actions required. To ensure spend is in line with budget.	To ensure members are aware of any issues in respect of services overspending.	Stephen Harris, Interim Head of Business Improvement Services
Treasury Management Outturn 2018/19	To advise members of actual activity and returns in respect of investment and borrowing for 2019/20, in accordance with the Authority's TM Strategy.	To advise members of the actual audited outturn position for 2019/20, in accordance with CIPFA best practice.	Stephen Harris, Interim Head of Business Improvement Services
Procurement and Information Services	<ul style="list-style-type: none"> To advise members of progress in relation to the Programme for Procurement (Strategy) and the Code of Practice, Ethical employment in Supply chains To advise members of progress in assuring the Council's information, including statistics on responses to information requests and appeals 	<ul style="list-style-type: none"> Summarise work on the implementation of the Council's Programme for Procurement (Strategy) and the Code of Practice, Ethical employment in Supply chains agreed in May 2018. Including associated key performance indicators information Summarise GDPR work since last update to P&R Scrutiny (4 July 2018), together with planned work to assure information going forwards. Also detailed appendices providing stats 	Ian Evans, Procurement and Information Manager

Meeting Date: 12th November 2019 - Information Reports			
Subject	Purpose	Key Issues	Witnesses

Meeting Date: 11th December 2019 - Information Reports (MTFP Special)			
Subject	Purpose	Key Issues	Witnesses

Meeting Date: 14th January 2020 - Information Reports			
Subject	Purpose	Key Issues	Witnesses
Write off Debts	To advise members of the amount of bad debt that is irrecoverable and hence has been written off for the first 6 months of 2019/20.	To comply with Financial Regulations	Stephen Harris, Interim Head of Business Improvement Services
Capital budget monitoring 2019/20 -Period 7	To advise members of any forecast under or overspends,including notification of slippage in respect of capital schemes for 2019/20.	To ensure members are aware of any issues in respect of capital expenditure.	Stephen Harris, Interim Head of Business Improvement Services
Capital Strategy 2020/21	For members to consider and make comment on the Capital Strategy prior to approval at Full Council.	To ensure members have an opportunity to call this report to the Agenda if they wish to ask questions and raise comments /or changes prior to Council approval.	Stephen Harris, Interim Head of Business Improvement Services
Corporate Services & Miscellaneous Finance - Budget Monitoring - Period 7	To advise members of any forecast under or overspends for 2019/20 in respect of corporate services and miscellaneous finance, along with any corrective actions required. To ensure spend is in line with budget.	To ensure members are aware of any issues in respect of services overspending.	Stephen Harris, Interim Head of Business Improvement Services

Meeting Date: 25th February 2020 - Information Reports			
Subject	Purpose	Key Issues	Witnesses

Meeting Date: 7th April 2020 - Information Reports			
Subject	Purpose	Key Issues	Witnesses

Cabinet - Forward Work Programme			
Title	Key Issues	Author	Cabinet Member
Wednesday - 10/07/2019 Cabinet & PDM			
Consultation Response Report - Federation of Schools	Cabinet to consider the responses received as part of the formal consultation process and determine whether to proceed to formal federation for the 4 groups of schools included within the report.	Sue Richards	Cllr. Philippa Marsden
Corporate Plan 2018 - 2023	To review the Corporate Plan to ensure it is still fit for purpose.	Ros Roberts	Cllr. Barbara Jones
Fees and Charges	To receive the views and recommendations of the Policy and Resources Scrutiny Committee following the call in of the Proposed Changes in Fees and Charges Report determined by Cabinet on the 27th March 2019.	Stephen Harris	Cllr. Barbara Jones
Infrastructure Development - Commuted Sums	To develop a consistent approach to commuted sums for Highways, drainage, Leisure and Green Space Infrastructure and to develop some consistency in accounting processes.	Marcus Lloyd	Cllr. Sean Morgan
Armed Forces: Guaranteed Interview Scheme	To consider a guaranteed interview scheme for former Armed Forces service leavers, reservists, veterans and spouses if they meet the vacancy essential criteria.	Lisa Rawlings	Cllr. Barbara Jones
Regeneration Board Projects - Tranche 3 Projects	To recommend the third tranche of priority schemes for Regeneration Project Board Development Funding to Cabinet.	Allan Dallimore	Cllr. Sean Morgan

21st Century Schools Band B Update	To consider the current and future position in relation to Band B of the 21st Century Schools Programme	Sue Richards	Cllr. Philippa Marsden
Cabinet Forward Work Programme	For discussion and update		
Wednesday - 24/07/2019 Cabinet & PDM			
Cabinet - Cancelled			
Wednesday - 04/09/2019 Cabinet & PDM			
Harold Finch Memorial Park	To provide an update	Mike Headington	Cllr. Nigel George
Social Services Reserves - Equality Impact		Mike Jones	Cllr. Carl Cuss
Wednesday - 18/09/2019 Cabinet & PDM			
Annual Performance Report 2018	To discuss and present the Annual performance Report	Ros Roberts	Cllr. Barbara Jones
Cabinet Forward Work Programme	For discussion and update		
Wednesday - 02/10/2019 Cabinet & PDM			
Updated Code of Corporate Governance and Terms of Reference	To approve the updated code.	Stephen Harris	Cllr. Barbara Jones

Scrutiny Committee Forward Work Programme Prioritisation

