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Bridgend County Borough Council



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Rhowch wybod i ni os mai Cymraeg yw eich  
dewis iaith.*

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**Cyfarwyddiaeth y Prif Weithredwr / Chief  
Executive's Directorate**

Deialu uniongyrchol / Direct line /: 01656 643148 /  
643147 / 643694

Gofynnwch am / Ask for:

Ein cyf / Our ref:

Eich cyf / Your ref:

**Dyddiad/Date:** Tuesday, 10 November 2020

Dear Councillor,

**SUBJECT OVERVIEW AND SCRUTINY COMMITTEE 3**

A meeting of the Subject Overview and Scrutiny Committee 3 will be held remotely via Skype on  
**Monday, 16 November 2020 at 09:30.**

**AGENDA**

1. Apologies for Absence  
To receive apologies for absence from Members.
2. Declarations of Interest  
To receive declarations of personal and prejudicial interest (if any) from Members/Officers in accordance with the provisions of the Members Code of Conduct adopted by Council from 1 September 2008 (including whipping declarations)
3. Approval of Minutes 3 - 16  
To receive for approval the minutes of the meeting of the 14/11/19 and 23/01/20
4. Forward Work Programme Update 17 - 22
5. Corporate Parenting Champion Nomination Report 23 - 26
6. Nomination to the Public Service Board Scrutiny Panel 27 - 30
7. Urgent Items  
To consider any item(s) of business in respect of which notice has been given in accordance with Part 4 (paragraph 4) of the Council Procedure Rules and which the person presiding at the meeting is of the opinion should by reason of special circumstances be transacted at the meeting as a matter of urgency.

Yours faithfully

**K Watson**

Chief Officer, Legal, HR & Regulatory Services

Note: Please note: Due to the current requirement for social distancing this meeting will not be held at its usual location. This will be a virtual meeting and Members and Officers will be attending remotely. The meeting will be recorded for subsequent transmission via the Council's internet site which will be available as soon as practicable after the meeting. If you have any queries regarding this, please contact [cabinet\\_committee@bridgend.gov.uk](mailto:cabinet_committee@bridgend.gov.uk) or tel. 01656 643147 / 643148.

Councillors:

JPD Blundell  
N Clarke  
P Davies  
DK Edwards  
DG Howells  
DRW Lewis

Councillors

JR McCarthy  
JC Radcliffe  
RMI Shaw  
JC Spanswick  
RME Stirman  
G Thomas

Councillors

E Venables  
MC Voisey  
LM Walters  
JE Williams

# Agenda Item 3

## SUBJECT OVERVIEW AND SCRUTINY COMMITTEE 3 - THURSDAY, 14 NOVEMBER 2019

### MINUTES OF A MEETING OF THE SUBJECT OVERVIEW AND SCRUTINY COMMITTEE 3 HELD IN COUNCIL CHAMBER, CIVIC OFFICES ANGEL STREET BRIDGEND CF31 4WB ON THURSDAY, 14 NOVEMBER 2019 AT 09:30

#### Present

Councillor JC Spanswick – Chairperson

N Clarke	P Davies	DK Edwards	DG Howells
DRW Lewis	JR McCarthy	JC Radcliffe	RMI Shaw
RME Stirman	E Venables	LM Walters	

#### Invitees

Cllr R Young

#### Apologies for Absence

G Thomas, DBF White and JE Williams

#### Officers:

Phillip Angell	Traffic Management and Parking Team Leader
Sian Hooper	Waste and Cleaner Streets Manager
Zak Shell	Head of Neighbourhood Services
Tracy Watson	Scrutiny Officer
Kelly Watson	Chief Officer Legal, HR and Regulatory Services

#### 94. DECLARATIONS OF INTEREST

Councillor R Young declared a personal interest in agenda item 4, Enforcement, because his step grandson was recently employed by 3GS.

#### 95. APPROVAL OF MINUTES

RESOLVED: That the Minutes of the meeting of Subject Overview and Scrutiny Committee 3 dated 5 September 2019, be approved as a true and accurate record.

#### 96. ENFORCEMENT

The Head of Operations - Communities submitted a report, the purpose of which was to present Committee with the responses to several questions raised by the Committee on various topics relating to Enforcement.

The Head of Operations – Communities gave an outline of the report, following which the Chairperson invited questions from Members.

A Member felt disappointed that the majority of Fixed Penalty Notices (FPNs) issued between April to September 2019, appeared to be mainly in relation to cigarette littering as opposed to any from fly tipping, general/food littering or dog fouling and enquired whether the enforcement was cost neutral. The Head of Operations – Communities confirmed that the contract was based on a cost neutral format and that the threshold when BCBC gets a return may not be until next year. He confirmed that dog fouling enforcement had commenced and would be highlighted in future updates on enforcement. He noted the challenge of observing littering happening and explained

that we have a presence now, and whilst officers may be enforcing mainly for cigarette littering, their presence is a deterrent to other littering. He explained that whilst he would like to see more variety of enforcement the down side of the model of self-funding is that you can't spend too much time catching someone out. He confirmed that fly tipping was still with BCBC officers.

A Member noted the response in respect of the cost neutral format, and enquired whether this covered the cost of the legal department. The Head of Operations – Communities advised that this was a cost burden to the authority and recognised the challenge this raised in terms of resources. He noted the potential surplus which 3GS accrues over and above their operating costs with a 90:10 split in favour of the council.

A Member asked how Enforcement Officers were dressed. The Cleaner Streets & Waste Contract Manager confirmed that officers have logos and wear cameras, identifying them.

A Member enquired the reason for the replacement of 2 Enforcement Officers in September, giving the money that is put into training officers. The Cleaner Streets & Waste Contract Manager advised that this was a decision made by 3GS and related to one personal reason and one due to lack of performance.

A Member acknowledged the high percentage FPN's issued in respect of cigarette littering and noted the impact of cigarette butts littering the environment and the toxic chemicals causing soil and water pollution respectively and highlighted the positives of reducing cigarette littering.

A Member referred to the information relating to locations of FPNs issued from April – September 2019, on page 19 of the report, and noted that it only showed limited locations e.g. there didn't appear to show any FPN's issued in Maesteg or the Valley's? The Cleaner Streets & Waste Contract Manager explained that it was still early days and this was a continuous process but that they did target specific events e.g. Porthcawl Elvis Festival. She confirmed that she was happy for members to identify any hot spots.

A member asked the Head of Operations - Communities if he would be prepared to publish the statistics on the website showing the areas. The Head of Operations – Communities agreed this could be done.

A Member asked how 3GS address issues where a member of the public approached for littering fails to give their identify? The Cleaner Streets & Waste Contract Manager explained that it is an offence to refuse to give Enforcement Officers their details, but highlighted that Enforcement Officers used a conversation with members of the public as a starting point. She explained that this information couldn't be obtained through car details/DVLA. The Head of Operations – Communities reiterated that Enforcement Officers would point out to a member of the public that it is offence not to provide a name and address. He suggested that there are other avenues open to us and highlighted an example whereby another authority have published photos of people and asked for their details. He acknowledged while this is an option, we do not need to go down this road at this stage. A Member then asked in terms of litter thrown from a car window. The Cleaner Streets & Waste Contract Manager explained that yes, the DVLA could be contacted for details in this instance.

A Member asked for clarification in term of hours that Enforcement Officers work. The Cleaner Streets & Waste Contract Manager advised that they start anytime from 7am, but will close about 5pm – 6/6.30pm. They do work weekends where necessary e.g. Elvis festival. They can go in earlier if necessary e.g. early morning dog walkers.

A Member noted the information relating to the status of FPN's on page 20 of the report and asked for clarification of the FPN's issued in error. The Cleaner Streets & Waste Contract Manager explained that this was part of the appeals process. She highlighted an example where an individual approached seemed to be very ill and would have probably appealed as it was felt he was not in a fit mental state – in this instance a fine would not be issued. Members suggested that perhaps the categorisation used was not the best wording.

A Member referred to paragraph 5.5. of the report and noted that the enforcement vehicle patrol is not determined by a specific rota and enquired how this worked and additionally what does the vehicle do in the school holiday period. The Traffic Management and Parking Team Leader explained that there is rota with the enforcement vehicle patrolling at least once a month at every school, although he noted that it had averaged twice a month. In the holiday period, the enforcement vehicle focused on enforceable areas. e.g. zigzag, no waiting, no loading and bus stops.

A Member noted the enforcement vehicle rota of visiting schools ad hoc, but suggested that a weekly-targeted approach would get the message across to parents/grandparents/ those dropping off. This may result in parking safely away from the school being the norm.

The Cabinet Member for Communities acknowledged the random nature of the enforcement vehicle and noted the Members comments in terms of getting the message out in terms of PCNs. If there is a known hotspot this can be targeted. He asked Members to inform Officers where these hotspots are and giving a reason why. He hoped that the message would get across.

Members discussed the role of PCSO's in respect of Fixed Penalties and the domain of South Wales Police. Clarification was needed on who has the power and who uses the power.

A Member asked for clarification whether the enforcement vehicle was electric and/or hybrid. The Traffic Management and Parking Team Leader confirmed that the vehicle was neither.

A Member enquired whether residents parking was looked at. The Traffic Management and Parking Team Leader confirmed that it can be programmed to identify if no permit but doesn't issue a Penalty Charge Notice (PCN) for this offence.

A Member enquired whether there were particular schools that had a greater number of offences than others. The Traffic Management and Parking Team Leader stated that he didn't have that data to hand but that could it be provided, then it may be available to share with schools.

A Member sought clarity on the role of the enforcement vehicle as it moved from schools. The Traffic Management and Parking Team Leader explained that the vehicle automatically records wherever it hits a pre-programmed area that it can enforce on. He confirmed that the data is not live, but will be analysed later.

A Member asked for clarification on how many schools are actually visited. The Traffic Management and Parking Team Leader explained that the vehicle goes where there are enforcement matters that can be dealt with but noted that 1 school had no zigzags and 2 were dead ends where the vehicle was unable to go.

A Member enquired about the process if a fixed penalty isn't paid. The Head of Legal and Regulatory Services explained that the case file prepared by 3GS is provided to the

Legal Department for assessment of the evidence to determine if it can proceed to prosecution. She informed Members that the first 11 prosecutions were due on the 29<sup>th</sup> November.

A Member enquired if there were any incentives to pay earlier. The Head of Operations – Communities highlighted that this was being addressed with the revised Enforcement Policy for the issuing of Fixed Penalty Notices for environmental offences due to go to Cabinet at the end of November.

A Member queried the income generated in respect of PCN's from 1st April 2018 – 31st March 2019 and additionally how much does the service cost. The Traffic Management and Parking Team Leader notified members that the figure was close to £43k in that period as the majority of tickets get paid in the discounted period and some are still outstanding as debts. The Head of Operations – Communities advised that based on a figure of £43k there is a small net cost to the authority.

A Member noted the PNC process on page 14 of the report and in particular the warrant of execution and asked how often does this take place? The Traffic Management and Parking Team Leader advised that there averages 100 warrants for Bridgend every 2 months (for all the PCN offences) but this was not ideal. He noted that there were people with 40 PNC's outstanding and 20 is not unusual, unfortunately in some cases the message was not getting through. He also noted that some people cannot be traced and therefore the revenue is written off. There were also people with insufficient funds or vulnerable people that were all closed. The Traffic Management and Parking Team Leader further advised members that the authority was often contacted by the individual and we will refer them to the Citizens Advice Bureau who we liaise closely with and if the circumstances are such the ticket is closed.

A Member highlighted Driver Awareness courses when it came to speeding and wondered if there could be something similar on the website explaining why enforcement isn't a trivial matter and why it should be enforced? The Head of Operations – Communities acknowledged that this could be taken on board and a targeted campaign be undertaken.

A Member enquired about fly tipping in the Borough and asked how many fines had been levelled against fly tippers in the last year. The Cleaner Streets & Waste Contract Manager advised that there had been 2000 fly tipping instances. 1700 of these were in the public domain. 75 FPN were issued with 11 paid. She further acknowledged the changes to the policy with more of a conversation up front.

The chair thanked Officers for attending the meeting and they left.

**Recommendations:**

Members recommended writing to the Head of Education and Early Years asking him to send a letter to all heads in the borough requesting them to write to parents reminding them about alleviating bad parking. Members further recommended that the Head of Education and Early Years include this in his report to Governors and that Governing Bodies should receive an annual report on Parking Enforcement outside their respective schools.

Members recommended a targeted publicity campaign in respect of Enforcement to include more education and publicity through the BCBC website, information in respect of air pollution, and greater liaison with schools.

## SUBJECT OVERVIEW AND SCRUTINY COMMITTEE 3 - THURSDAY, 14 NOVEMBER 2019

In relation to the status of FPN's issued in April – September 2019, Members recommended the rewording of the category in respect of 'Issued in error' in future reports, to show 'Appeals' for clarity.

Members asked for further data in respect of number of offences per school in the Borough. It was further recommended by Members that this data be shared with schools.

Members recommended receiving a further report on the whole range of Enforcement duties to include Fly tipping, black bags, etc., in April/May 2020.

### **Further Information Required:**

Members raised concern about schools that can't be accessed by the enforcement vehicle and asked for clarification about what alternatives are there for those schools.

Members asked for further information in respect of costs – there needs to be a breakdown showing expenditure against income to see if the services are covering their operating costs. That is both the 3GS contract and the in-house Roly Patroly service.

Members sought clarity on the roles and responsibilities of BCBC and SW Police in terms of enforcement and why the PCSO's in Bridgend cannot undertake the same enforcement as PCSO's in other parts of the South Wales Police area.

## 97. OVERVIEW AND SCRUTINY - FEEDBACK FROM MEETINGS

The Head of Legal and Regulatory Services submitted a report, the purpose of which was to present to Members the feedback from the previous meeting of Subject Overview and Scrutiny Committee 3 for discussion, approval and actioning, and to place these in RAG status order in terms of the completion of any follow-up action.

### RESOLVED:

That the Committee considered the attached feedback and Officer's responses as shown at Appendix A to the report and allocated RAG status as follows, to the work areas so stated:

Members noted in section 7.5.2.1 of the consultation, the high percentage of general recreation users of the council's playing fields and/or pavilions. Members raised concerns that a club taking over a facility could chose to fence off this facility, excluding the general public. How will this work in the future if public open space is fenced off - **Green**

The consultation indicated a high percentage in support of play areas being maintained by town and community councils, but unfortunately, the question did not state that this could end up with the local council tax precept being increased to cover the cost of maintenance. Hence it is not clear how valid this support would be if the question had been more fully explained - **Green**

There was general support for the proposed reduction in frequency of grass cutting in certain areas where appropriate, but it was pointed out that just leaving some areas uncut is not a substitute for managing reduced cutting to enhance biodiversity - **Red**

A member queried whether play areas would be refurbished or upgraded before being handed over to a Town or Community Council - **Green**

Concern was expressed as to how standards of maintenance are going to be monitored in the future if there are a range of organisations maintaining sites to varying standards. There is a danger of the asset gradually deteriorating due to limited or poor / uncoordinated maintenance and hence the facility may be lost to the community and future generations. What safeguards are in place to prevent this and how is this going to work with reduced staff and resources at BCBC - **Green**

Members suggested the option of a collective services being purchased back from BCBC for the maintenance of play areas could be raised on a future TCC agenda. It was noted that TCC's would not have the qualified staff to undertake the regular inspections and maintenance - **Green**

Members noted that the annual audit and independent inspection that needs to be undertaken on all play areas every 12 months, would be more cost effective if co-ordinated by BCBC with the appropriate re-charge being made to the town or community council - **Green**

Concern was expressed that the direction of travel within the report was geared towards meeting the MTFs, whereas this is not truly compatible with the Wellbeing of Future Generations Act - **Green**

Concern was expressed that the report is geared towards removing the subsidy that currently exists for the use of sports pitches, but it was pointed out that there are other non-statutory services operating that have a subsidy level (e.g. Leisure Centres, Arts & Culture) and are these also being looked at in the same way - **Red**

Members asked for legal clarification on whether dogs could be banned, if a Town or Community Council took over the running of a Children's Playground. What is the position with PSPO's being implemented on both play areas and sports pitches - **Red**

Members asked for clarification that if a club either does not want to or is unable to take over a facility, or unable to afford the revised charges, will that facility will ultimately close - **Green**

Members noted the scale of charges in Appendix E, but asked for a more detailed breakdown of costs. There needs to be the annual maintenance cost shown for sports pitches. There was also some confusion as to what happens when more than one club share use of a pitch – do they both pay the full fee as in the example given by Cllr.D. Lewis it could end up with a bill of around £40,000 for two pitches with several teams which is more than the actual maintenance cost - **Red**



It was also noted that the comparison between Sports Pitches (Cricket) in 2019 and 2020 showed a unit cost and then an annual amount, and sought further information on costs in order to have a comparative cost from one year to the next – **Green**

98. FORWARD WORK PROGRAMME UPDATE

The Head of Legal and Regulatory Services submitted a report, that:

- a) Presented the items prioritised by the Corporate Overview and Scrutiny Committee, including the next item delegated to Subject Overview and Scrutiny Committee 3;
- b) Asked the Committee to identify (if any) further items for consideration using the pre-determined criteria form.

Attached at Appendix A to the report was the overall FWP for the Subject Overview and Scrutiny Committees, which included topics prioritised by the Corporate Overview and Scrutiny Committee for the next set of Subject Overview and Scrutiny Committees in Table A, as well as topics that were deemed important for future prioritisation at Table B.

The Scrutiny Officer presented the Forward Work Programme and informed the Committee that in respect of the next round of committee meetings, the committee will consider the item on Budgets scheduled for January. She informed the committee however that an email had been received from the Interim Deputy Head of Finance informing the committee that WG has delayed the settlement dates due to the election, so it is highly likely that the meetings in January will need to change again.

Members agreed that the meeting of Subject Overview and Scrutiny Committee 3 scheduled for the 27 January be kept free for potential changes to the budget meetings. Members further agreed to consider the item on Homelessness Strategy (potentially alongside Supporting People Grant and Emergency Accommodation) in March and the item on Empty Properties in April/May.

Lastly, members were reminded that if they have any items they wish to put forward to scrutiny for consideration, to complete the criteria form and send to scrutiny officers for further scoping out.

RESOLVED: That the report be noted.

99. URGENT ITEMS

None

The meeting closed at 11.15am

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**SUBJECT OVERVIEW AND SCRUTINY COMMITTEE 3 - THURSDAY, 23 JANUARY 2020**

**MINUTES OF A MEETING OF THE SUBJECT OVERVIEW AND SCRUTINY COMMITTEE 3  
HELD IN COUNCIL CHAMBER, CIVIC OFFICES ANGEL STREET BRIDGEND CF31 4WB ON  
THURSDAY, 23 JANUARY 2020 AT 09:30**

Present

Councillor JC Spanswick – Chairperson

N Clarke	P Davies	DK Edwards	DG Howells
DRW Lewis	JR McCarthy	RMI Shaw	RME Stirman
G Thomas	E Venables	DBF White	

Apologies for Absence

LM Walters and JE Williams

Invitees

Cllr R Young

Officers:

Victoria Adams	Interim Finance Manager – Budget Management: Communities, Education and Family Support
Joanne Norman	Interim Group Manager - Financial Planning & Budget Management
Zak Shell	Head of Neighbourhood Services
Mark Shephard	Chief Executive
Tracy Watson	Scrutiny Officer

101. DECLARATIONS OF INTEREST

None

102. APPROVAL OF MINUTES

That the Minutes of the meeting of Subject Overview and Scrutiny Committee 3, dated 14 November 2019, be approved as a true and accurate record.

103. MEDIUM TERM FINANCIAL STRATEGY 2020-21 TO 2023-24

The Interim Head of Finance and S151 officer submitted a report, the purpose of which was to present the Committee with the draft Medium Term Financial Strategy 2020-21 to 2023-24, which sets out the spending priorities of the Council, key investment objectives and budget areas targeted for necessary savings. The strategy includes a financial forecast for 2020-2024 and a detailed draft revenue budget for 2020-21.

The Chief Executive explained that he would not go through the report, but that the focus today was on the MTFs, following which the Chairperson invited questions from Members in respect of the Communities Directorate.

In respect of COM26, a member asked what the impact to service users would be and whether we have any user figures over the years. The Head of Operations – Community Services informed members that there were on average, 4000 users per annum and this has been consistent over the last few years however, the popularity of the service looks to be generally declining with a greater increase in private ownership of

affordable, lightweight scooters, reducing demand. The report to Cabinet on the 21 January, highlighted several recommendations but noted that officers will continue to explore the opportunity for external grant funding to support the service.

In respect of COM51, a member noted the important area of income generation used by some councils in England and asked what opportunities there were for BCBC. The Chief Executive informed Members that BCBC did this on a limited scale e.g. The Innovation Centre, which we rent out, however this was about being prudent and identifying the right investment. He noted that if they exist we can make those investments, but we are not an authority on a huge scale. The Interim Group Manager – Financial Planning and Budget Management acknowledged the recent consultation 'Shaping Bridgend's Future' pointed to the 61% of respondents that agreed that the council should consider commercial ventures to fund and protect front line services. A Member noted that some councils had implemented a landlord licencing fee at a cost of £500, and asked whether BCBC had considered this. The Chief Executive acknowledged that we do not currently do that, but happy to look into this.

A member noted that full cost recovery has been pushed back a year (COM42) but enquired how this will affect our ability to maintain these fields, etc. The Head of Operations – Community Services acknowledged that it certainly does not get any easier but despite many years of budgetary reductions, we have maintained a reasonable level of maintenance. This has been more challenging in respect of pavilions, and have deteriorated and has been discussed as part of Community Asset Transfers (CAT). There is an overspend on the parks budget because of maintenance. In terms of pitches, with current levels, we can maintain them at a satisfactory level. The Cabinet Member for Communities recognised that full cost recovery should be deferred as CATs were going ahead this year with clubs or town and community councils having expressed an interest in each of the sports facilities potentially impacted. There will be a reduction on the authority to maintain those in future.

A member asked if clubs are put in the CAT process, who is going to maintain the field if you haven't handed it over. The Chief Executive explained that the commitment Cabinet had made was that if the delay were not through any fault of their own, then the increased charges would not apply. We will continue to maintain those fields until the CAT is completed, through the better settlement.

A member noted that the CAT process was still slow and asked if additional resources were in place to support the CAT Officer. The Chief Executive confirmed that the CAT Officer had put in a business case to increase resources. A member noted the resources being put into the CAT but enquired what was being done at the back end. The Cabinet Member for Communities explained that Cabinet had made a commitment that we will resource this. We will look at where the resource needs to be targeted in a more confident way. The Head of Operations – Community Services noted the recruitment of a paralegal to deal with leases, but noted the pinch point in property.

A member asked if Legal send out model leases. The Chief Executive acknowledged the need to simplify the process and explained that there was a move to a standard process with leases largely going down a standard route, although there would be exceptions.

A member asked for an update in respect of Newbridge Fields. The Cabinet Member for Communities explained that discussions are at an advanced stage with Clubs and Bridgend Town Council, but that Newbridge Fields was complicated due to the number of clubs, straddling a range of sports, that use the ground. A member raised concern about pitch maintenance during the Summer if clubs close down in May and then open in August for training. The Cabinet Member for Communities acknowledged that this was

not just an issue for Newbridge Fields, but also Maesteg. He noted that not all clubs close down, but recognised that this issue was part of the ongoing discussions.

A member asked whether condition surveys had been completed on sports surfaces and noted the importance of having a full picture for future monitoring of assets. The Head of Operations – Community Services explained that compliance monitoring e.g. asbestos, fixed wiring testing had been ongoing for some time. In terms of condition surveys, we have done as needed to as nearing the CAT process, but now doing general commission surveys. The most recent aspect is putting funds aside to look at pitch conditions e.g. drainage issues. Those signed over can be inspected periodically and serve notice if deteriorating. If something slipping, under the lease we can do the work ourselves and charge them.

The Head of Operations – Community Services confirmed that in respect of COM55, 56 & 59 this was last year's saving approved over 2 years and all three were already implemented and in place. A member noted the potential knock on effect on fly tipping in respect of COM55 – 59. In respect of COM64 this had been moved back a year and depended on future settlements. The Head of Operations – Community Services confirmed that the Authority was starting to look ahead to the current waste contract, with a report to Scrutiny in the future.

In respect of COM70, members discussed at length the issue surrounding the organisation of the Elvis Festival. The Head of Operations – Community Services confirmed that he attends the Bridgend Events Safety Advisory Group (ESAG), along with licencing and the police. There is a frustration with the Elvis Festival. Most other events pay towards the event e.g. 10k event well controlled and invested in. In terms of the Elvis Festival, you have many activities that are taking place in licenced premises, so legally there is not necessarily a licence to grant. The police have confirmed they will police this year's event, but at a significant cost to them. The Cabinet Member for Communities acknowledged that there was a certain amount of frustration with this event. If we had a different organising body or attitude from organiser we would not be having this conversation.

In terms of COM71 the Head of Operations – Community Services confirmed that both the footfall cameras in Bridgend and Porthcawl, were only for this purpose and contributed towards the performance indicator in respect of visitors to town centres.

A member noted the small cut in respect of COM77, but asked what impact this could have on incidences of flooding, if gully and culvert maintenance not carried out. The member asked for clarification that there is only one gully sucker. The Head of Operations - Community Services confirmed that there is only one gully sucker. He acknowledged that the service areas had been cut over the years, from winter gritting rounds to gully suckers, in every area, less than we have previous. In the grand scheme of things, we will take on that cost reduction with as little impact as possible whilst recognising that every single cut reduces our responsiveness. It is a minor squeeze in terms of the overall budget. The Chief Executive acknowledged the growth element of £2m of the realm fund and explained the trick was to understand the priorities and the best way to spend this. The Interim Group Manager – Financial Planning and Budget Management confirmed that this was being put in the base budget for Communities.

A member raised concern about the chip and spray process, in respect of COM89. The Head of Operations - Community Services explained that chip and spray ensured the longevity of the highway. The process starts with patching and pothole filling, but then gets to a state where it will need chip and spray. He acknowledged, however if this has already been done, this would need to be resurfaced. He explained that through

scanned surveys of roads a profile of what roads need to be repaired would be put together.

Members discussed the 2020-21 budget pressures, on pages 43 and 44 on the report.

The Head of Operations – Community Services noted that in respect of COM1 there is a certain liability associated with Japanese knot weed, particularly where it could affect another property. There may be a need for a further request for funding.

The Head of Operations – Community Services confirmed that in respect of COM2, this was purely to do with the licensing software.

In respect of COM6, the Chief Executive recognised that this needed greater explanation. With ongoing regeneration projects with regard to the new LDP, we need to take with some pace or lose funding but need greater resource to take these projects forward. This will benefit the whole County Borough, but only made possible by the better settlement.

The Head of Operations – Community Services confirmed that in respect of COM7, this had been the choice of the Vale of Glamorgan Council and will take effect from April 2020. The Chief Executive confirmed that the Shared Regulatory Services (SRS) was unrelated.

In respect of COM10, the Chief Executive acknowledged that the Communities Directorate had been disproportionately cut and that the backlog of work in highways was approximately £59m. He acknowledged the need to come up with a programme of work as quickly as possible but recognised that resources had been reduced. The Cabinet Member for Communities acknowledged that this programme was not going to reduce all these ills and that Cabinet Members will have ideas on the priorities, but looking for ideas from members, the ones that will be priorities and would align with cabinet expectations.

#### Recommendations

Members welcomed the investment in Communities as part of the improved settlement. In relation to the budget pressures COM10, Members asked that the £2m realm fund, prioritise gully and culvert maintenance in particular.

In relation to COM42a Members, recommend that condition surveys should be completed on all assets to ensure the condition of the asset is known before being handed over. Members also asked for confirmation on how these assets will be monitored and what strategy is in place if an asset is seen to be deteriorating.

#### 104. FORWARD WORK PROGRAMME UPDATE

The Chief Officer – Legal, HR & Regulatory Services submitted a report, that:

- a) Presented the items prioritised by the Corporate Overview and Scrutiny Committee, including the next item delegated to Subject Overview and Scrutiny Committee 3;
- b) Asked the Committee to identify (if any) further items for consideration using the pre-determined criteria form.

Attached at Appendix A to the report was the overall FWP for the Subject Overview and Scrutiny Committees, which included topics prioritised by the Corporate Overview and

**SUBJECT OVERVIEW AND SCRUTINY COMMITTEE 3 - THURSDAY, 23 JANUARY 2020**

Scrutiny Committee for the next set of Subject Overview and Scrutiny Committees in Table A, as well as topics that were deemed important for future prioritisation at Table B.

The Scrutiny Officer presented the Forward Work Programme and informed the Committee that the meeting scheduled for the 27 January 2020, was cancelled due to the budget meeting today. In respect of the next round of committee meetings, the committee will consider the item on Working Towards Plastic Free Bridgend, at its meeting in March.

Members agreed that the meeting of Subject Overview and Scrutiny Committee 3 scheduled for the 27 April 2020, will consider the item on the Ford Engine Plant/Ineos.

Lastly, members were reminded that if they have any items they wish to put forward to scrutiny for consideration, to complete the criteria form and send to scrutiny officers for further scoping out.

RESOLVED: That the report be noted.

105. URGENT ITEMS

None

The meeting closed at 11.49.

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## BRIDGEND COUNTY BOROUGH COUNCIL

### REPORT TO SUBJECT OVERVIEW AND SCRUTINY COMMITTEE 3

16 NOVEMBER 2020

#### REPORT OF THE CHIEF OFFICER – LEGAL, HR & REGULATORY SERVICES

#### FORWARD WORK PROGRAMME UPDATE

#### 1. Purpose of report.

- a) To present proposed initial items for the Committee's draft interim Forward Work Programme;
- b) To request any specific information the Committee identify to be included in the item for the next meeting;
- c) To request the Committee to identify any further items for consideration on the Forward Work Programme for the remainder of the municipal calendar of meetings, using the agreed criteria form.

#### 2. Connection to corporate well-being objectives/other corporate priorities.

2.1 This report assists in the achievement of the following corporate well-being objectives under the Well-being of Future Generations (Wales) Act 2015:

1. **Supporting a successful sustainable economy** – taking steps to make the county borough a great place to do business, for people to live, work, study and visit, and to ensure that our schools are focussed on raising the skills, qualifications and ambitions for all people in the county borough.
2. **Helping people and communities to be more healthy and resilient** - taking steps to reduce or prevent people from becoming vulnerable or dependent on the Council and its services. Supporting individuals and communities to build resilience, and enable them to develop solutions to have active, healthy and independent lives.
3. **Smarter use of resources** – ensure that all resources (financial, physical, ecological, human and technological) are used as effectively and efficiently as possible and support the creation of resources throughout the community that can help to deliver the Council's well-being objectives.

#### 3. Background

##### Scrutiny Update

3.1 Following the Covid-19 Pandemic lockdown in March, Scrutiny Committees were initially postponed as the Council focussed upon key priorities in response to the Covid-19 pandemic. A report was presented to Cabinet in June 2020 requesting that the Corporate Overview and Scrutiny Committee (COSC) consider the creation of a Cross-Party Recovery Panel. The COSC met on 6<sup>th</sup> July 2020 and approved the establishment of a Recovery Panel with the aim of shaping, informing and

advising Cabinet on the Council's recovery planning to form the basis of the recovery phase of the pandemic. The Panel met 6 times and heard from 5 sets of invitees between 4<sup>th</sup> and 25<sup>th</sup> August 2020 and produced recommendations to COSC on 7<sup>th</sup> September 2020 which were further reported to Cabinet on 15<sup>th</sup> September, and a formal response from Cabinet is expected. The Recovery Panel is now awaiting the Public Service Board's Community Impact Assessment to consider the findings, before selecting the next area of focus to be examined in greater detail.

- 3.2 A Combined meeting of Subject Overview and Scrutiny Committees 1 and 2 scheduled in March was postponed due to lockdown, but was subsequently held remotely via Skype for Business on 13<sup>th</sup> July 2020. Scrutiny considered proposals for Post-16 Education and Learner Travel and made recommendations to Cabinet upon the proposals. Cabinet considered the Scrutiny recommendations for Post-16 Education on the 21<sup>st</sup> July and took a decision on the preferred option, and considered the recommendations upon Learner Travel on the 15<sup>th</sup> September' and deferred the decision to amend the Local Authority's Learner Travel Policy until after the review of the current statutory distances by Welsh Government in March 2021.
- 3.3 Planning and preparations for this year's cycle of Budget Research and Evaluation Panel (BREP) meetings commenced well ahead of the first meeting on 24<sup>th</sup> July 2020, with 4 meetings being supported to date, and arrangements are underway for the fifth meeting.
- 3.4 Subject Overview and Scrutiny Committee meetings did not recommence while Scrutiny Officers supported 6 meetings of the Recovery Panel during August, to enable the Panel to conclude its initial recommendations to be reported to COSC and Cabinet in September.

#### Recommencing of Subject Overview and Scrutiny Committee

- 3.5 The Schedule of Meetings for the remaining municipal year was agreed at Annual Council on 30<sup>th</sup> September 2020. As the Recovery Panel has now been established, it is recognised that, moving forward, meetings of Subject Overview and Scrutiny Committees will need to be focused and strategic to avoid a duplication of work.

#### Forward Work Programme

- 3.6 Under the terms of the Council's Constitution, each Overview and Scrutiny Committee must publish a Forward Work Programme (FWP) as far as it is known.
- 3.7 An effective FWP will identify the issues that the Committee wishes to focus on during the year and provide a clear rationale as to why particular issues have been selected, as well as the approach that will be adopted; i.e. will the Committee be undertaking a policy review/ development role ("Overview") or performance management approach ("Scrutiny").
- 3.8 The FWPs will remain flexible and will be revisited at each COSC meeting with input from each Subject Overview and Scrutiny Committee (SOSC) and any information gathered from Forward Work Programme meetings with Corporate Directors and Cabinet.

#### **4. Current situation / proposal.**

- 4.1 Following the approval of the schedule of Scrutiny Committee meeting dates at Annual Council on 30<sup>th</sup> September, the scheduling of standing statutory reports to Scrutiny Committees upon: the Medium Term Financial Strategy, Performance, the Corporate Plan, Budget Monitoring, Scrutiny Annual Report, etc. has been mapped.
- 4.2 This Forward Work Programme Update report is being submitted to the Committee for consideration and the outcome will be fed back to COSC on 2<sup>nd</sup> December 2020 to set a focussed overall Scrutiny Forward Work Programme.
- 4.3 At the time of reporting, the Council has been advised that the Local Government Financial Settlement from Welsh Government will be later than expected, and so scrutiny of the Medium Term Financial Strategy (MTFS) will need to be considered by Scrutiny Committees after Cabinet considers the draft MTFS proposals on 19<sup>th</sup> January 2021 and not in the December cycle of meetings as originally planned. Consequently, arrangements will be made to move the date of the January meeting to facilitate this, subject to approval by Council.
- 4.4 It is proposed that it would be timely that the Committee receives an updated briefing from the Corporate Director – Communities upon the impact of the Covid-19 pandemic upon the Communities Service area and the operational response at its next meeting on Thursday, 17<sup>th</sup> December 2020 at 9.30am. The Committee is therefore asked to identify any specific information they would like to be included in this update for their next meeting.

##### Identification of Further Items

- 4.5 The Committee is requested to identify any further items for consideration on the interim Scrutiny Forward Work Programme for the remainder of the municipal calendar of meetings, using the prior agreed criteria form. The Committee are reminded of the criteria form which Members can use to propose further items for the FWP which the Committee can then consider for prioritisation at a future meeting. The criteria form emphasises the need to consider issues such as impact, risk, performance, budget and community perception when identifying topics for investigation and to ensure a strategic responsibility for Scrutiny and that its work benefits the Authority.

##### Corporate Parenting

- 4.6 Corporate Parenting is the term used to describe the responsibility of a Local Authority towards looked after children and young people. This is a legal responsibility given to local authorities by the Children Act 1989 and the Children Act 2004. The role of the Corporate Parent is to seek for children in public care the outcomes every good parent would want for their own children. The Council as a whole is the 'corporate parent', therefore all Members have a level of responsibility for the children and young people looked after by Bridgend.
- 4.7 In this role, it is suggested that Members consider how each item they consider affects children in care and care leavers, and in what way can the Committee assist in these areas.

### Scrutiny Member Training

4.8 Members may recall that Welsh Local Government Association (WLGA) Questioning Skills Training for Scrutiny Members and Training for Scrutiny Chairs was postponed due to the national lockdown. However WLGA can now offer the training via Microsoft Teams software, which has recently been installed on Members' devices. It is therefore proposed that the following sessions be provided via Microsoft Teams (dates to be arranged):

- One session of Scrutiny Questioning Skills for all Scrutiny Members;
- One session of Scrutiny Chairs' Training for 3 Scrutiny Chairs, and invite the Chair of the Budget Research and Evaluation Panel, the Chair of the Cross-Party Recovery Panel and the Chair of the Public Services Board Scrutiny Panel.

## **5. Effect upon policy framework and procedure rules.**

5.1 The work of the Corporate Overview and Scrutiny Committee relates to the review and development of plans, policy or strategy that form part of the Policy Framework and consideration of plans, policy or strategy relating to the power to promote or improve economic, social or environmental wellbeing in the County Borough of Bridgend. Any changes to the structure of the Scrutiny Committees and the procedures relating to them would require the Bridgend County Borough Council constitution to be updated.

## **6. Equality Impact Assessment**

6.1 There are no equality impacts arising directly from this report.

## **7. Well-being of Future Generations (Wales) Act 2015 implications**

7.1 The Act provides the basis for driving a different kind of public service in Wales, with 5 ways of working to guide how public services should work to deliver for people. The following is a summary to show how the 5 ways of working to achieve the well-being goals have been used to formulate the recommendations within this report:

- Long-term - The approval of this report will assist in the planning of Scrutiny business in both the short-term and in the long-term on its policies, budget and service delivery.
- Prevention - The early preparation of the Forward Work Programme allows for the advance planning of Scrutiny business where Members are provided an opportunity to influence and improve decisions before they are made by Cabinet.
- Integration - The report supports all the wellbeing objectives.
- Collaboration - Consultation on the content of the Forward Work Programme has taken place with the Corporate Management Board, Heads of Service, Elected Members and members of the public.

- Involvement - Advanced publication of the Forward Work Programme ensures that the public and stakeholders can view topics that will be discussed in Committee meetings and are provided with the opportunity to engage.

## **8. Financial Implications.**

8.1 The delivery of the Forward Work Programme will be met from within existing resources for Overview and Scrutiny support.

## **9. Recommendations.**

9.1 The Committee is recommended to:

- a) Confirm the proposed initial items for the Committee's draft interim Forward Work Programme in paragraphs 4.3 and 4.4 above;
- b) Identify any specific information the Committee wish to be included in the item for the next meeting;
- c) Request the Committee to identify any further items for consideration on the Forward Work Programme for the remainder of the municipal calendar of meetings, using the agreed criteria form.

**K Watson**  
**Chief Officer - Legal, HR & Regulatory Services**  
**10 November 2020**

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**Background documents:** None

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## BRIDGEND COUNTY BOROUGH COUNCIL

### REPORT TO SUBJECT OVERVIEW AND SCRUTINY COMMITTEE 3

16 NOVEMBER 2020

#### REPORT OF THE CHIEF OFFICER – LEGAL, HR & REGULATORY SERVICES

#### CORPORATE PARENTING CHAMPION NOMINATION REPORT

##### 1. Purpose of report

- 1.1 The purpose of this report is to request the Committee to nominate one Member as its Corporate Parenting Champion to represent the Committee as an invitee to meetings of the Cabinet Committee Corporate Parenting.

##### 2. Connection to corporate well-being objectives / other corporate priorities

- 2.1 This report assists in the achievement of the following corporate well-being objectives under the **Well-being of Future Generations (Wales) Act 2015**:-

1. **Supporting a successful sustainable economy** – taking steps to make the county borough a great place to do business, for people to live, work, study and visit, and to ensure that our schools are focussed on raising the skills, qualifications and ambitions for all people in the county borough.
2. **Helping people and communities to be more healthy and resilient** - taking steps to reduce or prevent people from becoming vulnerable or dependent on the Council and its services. Supporting individuals and communities to build resilience, and enable them to develop solutions to have active, healthy and independent lives.
3. **Smarter use of resources** – ensure that all resources (financial, physical, ecological, human and technological) are used as effectively and efficiently as possible and support the creation of resources throughout the community that can help to deliver the Council's well-being objectives.

##### 3. Background

- 3.1 Corporate Parenting is the term used to describe the responsibility of a local authority towards looked after children and young people. This is a legal responsibility given to local authorities by the Children Act 1989 and the Children Act 2004. The role of the Corporate Parent is to seek for children in public care the outcomes every good parent would want for their own children. The Council as a whole is the 'corporate parent' therefore all Members have a level of responsibility for the children and young people looked after by Bridgend. <sup>1</sup>

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<sup>1</sup> Welsh Assembly Government and Welsh Local Government Association, *'If this were my child... A councillor's guide to being a good corporate parent to children in care and care leavers'*, June 2009.

- 3.2 In order to further develop and enhance the Council's Corporate Parenting role with its partners, a Cabinet Committee Corporate Parenting comprising all Members of Cabinet was established by Cabinet on 4 November 2008.
- 3.3 The inaugural meeting of the Cabinet Committee was held on 27 November 2008 where it was agreed that the Cabinet Committee will meet bi-monthly. The terms of reference for the Cabinet Committee Corporate Parenting are:
- to ensure that looked after children are seen as a priority by the whole of the Authority and by the Children and Young People's Partnership;
  - to seek the views of children and young people in shaping and influencing the parenting they receive;
  - to ensure that appropriate policies, opportunities and procedures are in place;
  - to monitor and evaluate the effectiveness of the Authority in its role as corporate parent against Welsh Government guidance.
- 3.4 At its inaugural meeting, the Cabinet Committee requested that a Corporate Parenting "Champion" be nominated from each of the Overview and Scrutiny Committees to become permanent invitees to the Cabinet Committee.

#### **4. Current situation/proposal**

- 4.1 The Committee is requested to nominate one Member as its Corporate Parenting Champion to represent the Committee as an invitee at meetings of the Cabinet Committee Corporate Parenting.
- 4.2 The role of the Corporate Parenting Champion is to represent their Overview and Scrutiny Committee, partaking in discussions with Cabinet over items relating to children in care and care leavers.
- 4.3 It is also suggested that in this role each Champion considers how all services within the remit of Scrutiny affect children in care and care leavers and encourage their own Committee to bear their Corporate Parenting role in mind when participating in Scrutiny.
- 4.4 Scrutiny Champions can greatly support the Committee by advising them of the ongoing work of the Cabinet Committee and particularly any decisions or changes which they should be aware of as Corporate Parents.

#### **5. Effect upon policy framework and procedure rules**

- 5.1 The work of the Subject Scrutiny Committee relates to the review and development of plans, policy or strategy that form part of the Policy Framework and consideration of plans, policy or strategy relating to the power to promote or improve economic, social or environmental wellbeing in the County Borough of Bridgend.



## **6. Equality Impact Assessment**

6.1 There are no equality implications arising from this report.

## **7. Well-being of Future Generations (Wales) Act 2015 implications**

7.1 The Act provides the basis for driving a different kind of public service in Wales, with 5 ways of working to guide how public services should work to deliver for people. The following is a summary to show how the 5 ways of working to achieve the well-being goals have been used to formulate the recommendations within this report:

- Long Term – The establishment of the Corporate Parenting Cabinet Committee demonstrates the Authority’s long term commitment to improving and strengthening their role as Corporate Parents to care leavers and Looked After Children.
- Prevention – The Corporate Parenting Cabinet Committee are preventative in their nature and ensure that appropriate policies, opportunities and procedures are in place for all care leavers and Looked After Children.
- Integration – This report supports all the well-being objectives.
- Collaboration – All members are Corporate Parents and this report supports collaborative working with Cabinet and Members of Scrutiny and emphasises the role of Corporate Parents for all Elected Members.
- Involvement – Corporate Parent Champions provide practical support and guidance to children in care and care leavers to ensure they achieve their well-being goals.

## **8. Financial implications**

8.1 There are no financial implications arising from this report.

## **9. Recommendation(s)**

9.1 The Committee is asked to:

- a) Nominate one Member of the Committee as its Corporate Parenting Champion to represent the Committee at meetings of the Cabinet Committee Corporate Parenting.

**K Watson**  
**Chief Officer - Legal, HR & Regulatory Services**  
**10 November 2020**

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**Background Documents**  
None

## BRIDGEND COUNTY BOROUGH COUNCIL

### REPORT TO SUBJECT OVERVIEW AND SCRUTINY COMMITTEE 3

16 NOVEMBER 2020

#### REPORT OF THE CHIEF OFFICER – LEGAL, HR & REGULATORY SERVICES

#### NOMINATION TO THE PUBLIC SERVICE BOARD SCRUTINY PANEL

##### 1. Purpose of report

- 1.1 The purpose of the report is to request the Committee to nominate one Member to sit on the Public Service Board Scrutiny Panel.

##### 2. Connection to corporate well-being objectives / other corporate priorities

- 2.1 This report assists in the achievement of the following corporate well-being objectives under the **Well-being of Future Generations (Wales) Act 2015:-**

1. **Supporting a successful sustainable economy** – taking steps to make the county borough a great place to do business, for people to live, work, study and visit, and to ensure that our schools are focussed on raising the skills, qualifications and ambitions for all people in the county borough.
2. **Helping people and communities to be more healthy and resilient** - taking steps to reduce or prevent people from becoming vulnerable or dependent on the Council and its services. Supporting individuals and communities to build resilience, and enable them to develop solutions to have active, healthy and independent lives.
3. **Smarter use of resources** – ensure that all resources (financial, physical, ecological, human and technological) are used as effectively and efficiently as possible and support the creation of resources throughout the community that can help to deliver the Council's well-being objectives.

##### 3. Background

- 3.1 From 1 April 2016, the Well-being of Future Generations (Wales) Act 2015 introduced statutory Public Services Boards (PSB) across each local authority area in Wales. PSBs work together to improve the social, economic, cultural and environmental well-being of the board's area. The Act specified that one Committee take an overview of the overall effectiveness of the Board which the Authority determined to carry out via a PSB Scrutiny Panel which now sits under the remit of the Corporate Overview and Scrutiny Committee.

- 3.2 The purpose of the Panel is to review and scrutinise the efficiency and effectiveness of the PSB and its decisions as well as the governance arrangements surrounding it. The Panel will hold up to two meetings a year and will make reports or recommendations to the Board regarding its functions, with the aim of enhancing its impact. These recommendations are to be presented to the Corporate Overview and Scrutiny Committee for approval prior to submission to the Board.
- 3.3 A copy of any report or recommendation made to the Public Service Board must be sent to the Welsh Ministers, the Commissioner and the Auditor General for Wales.
- 3.4 The membership of the PSB Panel is determined annually and incorporates three Members from the Corporate Overview and Scrutiny Committee, one Member from each of the Subject Overview and Scrutiny Committees and counterpart representatives that sit on the Public Service Board.

#### **4. Current situation/proposal**

- 4.1 The Committee is asked to nominate one Member to sit on the Public Service Board Scrutiny Panel.

#### **5. Effect upon policy framework and procedure rules**

- 5.1 The work of the Subject Overview and Scrutiny Committee relates to the review and development of plans, policy or strategy that form part of the Policy Framework and consideration of plans, policy or strategy relating to the power to promote or improve economic, social or environmental wellbeing in the County Borough of Bridgend.

#### **6. Equalities Impact Assessment**

- 6.1 There are no equality implications arising from this report.

#### **7. Well-being of Future Generations (Wales) Act 2015 implications**

- 7.1 The Act provides the basis for driving a different kind of public service in Wales, with 5 ways of working to guide how public services should work to deliver for people. The following is a summary to show how the 5 ways of working to achieve the well-being goals have been used to formulate the recommendations within this report:

- Long-term - The establishment of the PSB Panel will assist in the long term planning of the business of the Council by the continuation of effective relationships with other organisations to improve wellbeing in Bridgend County now and in the future.
- Prevention - The PSB Scrutiny Panel will monitor the Public Service Board's objectives and priorities within the Wellbeing Plan which address underlying causes of

problems and prevent them getting worse or happening in the future.

- Integration - The report supports all the wellbeing objectives.
- Collaboration - The PSB Panel supports partnership working with other organisations both locally and regionally.
- Involvement - The PSB Panel will maintain a relationship with other Organisations through effective partnership working and act as a critical friend to ensure the PSB are involving citizens of Bridgend when making decisions that affect them.

## **8. Financial Implications**

8.1 There are no financial implications arising from this report.

## **9. Recommendation**

9.1 The Committee is asked to:

- a) Nominate one Member to sit on the Public Service Board Scrutiny Panel.

**K Watson**  
**Chief Officer - Legal, HR & Regulatory Services**  
**10 November 2020**

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## **Background Documents**

None

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