

**BRIDGEND COUNTY BOROUGH COUNCIL**  
**REPORT TO PARTNERSHIPS AND GOVERNANCE**

**16 SEPTEMBER 2015**

**REPORT OF THE ASSISTANT CHIEF EXECUTIVE –  
LEGAL & REGULATORY SERVICES**

**LOCAL SERVICE BOARD OVERVIEW AND SCRUTINY PANEL TERMS OF REFERENCE**

**1. Purpose of Report.**

- 1.1 To seek the Committee's approval of a revised Terms of Reference for the Local Service Board (LSB) Overview and Scrutiny Panel.

**2. Connection to Corporate Improvement Objectives/Other Corporate Priorities**

- 2.1 The key improvement objectives identified in the Corporate Plan 2013-2017 have been embodied in the Overview & Scrutiny Forward Work Programmes. The amended Corporate Improvement Objectives adopted by Council on 25 February 2015 formally set out the improvement objectives that the Council will seek to implement between 2013 and 2017. The Overview and Scrutiny Committees engage in review and development of plans, policy or strategies that support the Corporate Themes.

**3. Background.**

- 3.1 The LSB Overview and Scrutiny Panel was first established in February 2009 following the LSB approval. Terms of Reference were set and nominees were appointed from various organisations involved in the LSB. Several meetings have since been held and some reports have been sent from the Panel to the LSB.
- 3.2 At their last meeting, the Panel were presented with the new structure of the LSB and its Programme Boards following a review of the LSB. The Panel now plan to examine the revised priorities and projects of the Programme Boards at their next meeting and consider the monitoring processes surrounding these projects and the LSB.

**4. Current situation / proposal.**

- 4.1 In light of the review and the new revisions that are taking place within the LSB, it was felt that a review of the Scrutiny Panel would also be beneficial. As such Scrutiny Officers have carried out a review of the membership of the Panel, contacting all the representative organisations that sit on the LSB, asking for nominations from their respective Trustee Board or equivalent. This has been

relatively successful and will increase the membership of the Panel and improve its effectiveness in scrutinising the LSB.

4.2 Sessions are now planned for new members of the Panel to have briefings and an introduction to the LSB Scrutiny Panel as well as provide an opportunity for members to ask any questions and clarify any part of their role in preparation for the next meeting scheduled for 1 October.

4.3 Whilst preparing for these briefing sessions, it was felt that it was also time to refresh the Panel's Terms of Reference as the current ones still date back to April 2009. The new draft Terms of Reference are presented below:

- To provide a 'critical friend' challenge to the Local Service Board and its Programme Boards;
- To reflect the voice and concerns of the public and communities of Bridgend and support the LSB in its goal to improve the quality of life for people living and working in the County Borough;
- To scrutinise, evaluate and actively promote improvement in the work of the Local Service Board and its Programme Boards in developing and implementing projects to address the priorities set by the Local Service Board;
- To review the efficiency and effectiveness of the LSB and its Programme Boards in line with the 'Single Partnership Plan: 'Bridgend County Together';
- To develop and deliver a forward work programme which seeks to contribute to the performance management and governance arrangements of the Programme Boards and their projects;
- To submit reports to the Programme Boards or the LSB as appropriate and make recommendations on measures which may enhance the impact of the Local Service Board;
- To develop relationships with other scrutiny bodies and equivalent who have the responsibility of holding organisations to account and are active in Bridgend, in order to ensure that work programmes are co-ordinated, duplication of effort is avoided and opportunities for information-sharing are maximised;

4.4 To clarify, the role of a member of the LSB Overview and Scrutiny Panel, is to scrutinise, evaluate and actively promote improvement in work carried out in line with Local Service Board priorities and not that of those individual constituent organisations represented on the Local Service Board.

## **5. Effect upon Policy Framework & Procedure Rules.**

5.1 The work of the Partnerships and Governance 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. Equality Impact Assessment**

None

**7. Financial Implications.**

None

**8. Recommendation.**

8.1 The Committee is asked to approve the redrafted Terms of Reference for the Local Service Board Overview and Scrutiny Panel.

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**Background documents**

LSB Terms of Reference April 2009