

BRIDGEND COUNTY BOROUGH COUNCIL

REPORT TO PARTNERSHIPS AND GOVERNANCE OVERVIEW AND SCRUTINY COMMITTEE

4 JULY 2016

REPORT OF THE CORPORATE DIRECTOR – OPERATIONAL AND PARTNERSHIP SERVICES

FORWARD WORK PROGRAMME 2016-17

1. Purpose of Report.

- 1.1 To present the Committee with its draft Forward Work Programme for 2016-17 for consideration and approval.

2. Connection to Corporate Improvement Objectives/Other Corporate Priorities

- 2.1 The improvement priorities identified in the Corporate Plan 2016-2020 have been embodied in the Overview & Scrutiny Forward Work Programmes. The amended Corporate Plan adopted by Council on 10 March 2016 formally set out the improvement priorities that the Council will seek to implement between 2016 and 2020. The Overview and Scrutiny Committees engage in review and development of plans, policy or strategies that support the Corporate Themes.

3. Background.

- 3.1 Under the terms of Bridgend County Borough Council's Constitution, each Overview and Scrutiny Committee must publish a Forward Work Programme (FWP) as far as it is known. This FWP period runs from May 2016 – May 2017.

4. Current situation / proposal.

- 4.1 An effective Forward Work Programme 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")?
- 4.2 On 8 April 2015, a report was presented to Council where it was agreed that:
- i) Each of the following topics be considered by only one Scrutiny Committee:
 - Performance Monitoring
 - Corporate Plan
 - Business Planning
 - Budget Monitoring
 - ii) There would only be 6 scheduled meetings during the year for each Scrutiny Committee, which will look at a maximum of 12 service area topics. Without

the capacity to support additional meetings there is a need for each of the Scrutiny Committees to:

- Identify 12 topics for consideration which will provide the most significant value for the Authority and to the residents of the Borough of Bridgend;
- Prioritise their workloads i.e. if a key topic arises one of the existing planned topics will have to be removed from the programme;
- Focus their investigations to make best use of available resources;
- Determine appropriate recommendations which will support the delivery of the appropriate outcomes.

iii) Once the Forward Work Programmes for each Committee have been determined, the Scrutiny Chairs will monitor the programmes of each Committee at their monthly meeting to ensure that the corporate priorities are being met. Proposals to consider a corporate priority topic will be included in the Forward Work Programme report submitted to every Scrutiny Committee meeting.

iv) There are 12 meetings allocated to Research and Evaluation Panels (REPs) as laid out below:

- 2 meetings for the Public Service Board Scrutiny REP
- 4 meetings for the School Engagement REP
- 6 meetings of the Budget REP

4.3 There is also the potential for Collaborative Committees to deal with cross-cutting issues such as Supporting People or Child and Adolescent Mental Health. These will need to be piloted in the first instance with a single item to determine the future capacity for further Collaborative Committees.

4.3 During April, planning workshops were held to enable Overview and Scrutiny Committees to carry out a review and planning exercise.

The aim of these workshops was to:

- Review outcomes and impacts that their committee had made during the previous year.
- Assess information they have received over the previous year.
- Identify suggestions for future items.
- Identify potential invitees to attend for specific items/subject areas.

4.4 These workshops were informed by the following sources in order to select potential items for inclusion:

- *Committee Requests for Scrutiny from previous Forward Work Programmes;*
- *Committee conclusions and recommendations 2015-16;*
- *Wales Audit Office Corporate Assessment Report 2015: Bridgend County Borough Council;*
- *Wales Audit Office Annual Improvement report 2014-15: Bridgend County Borough Council;*
- *Corporate Plan;*
- *Directorate Business Plans;*

- *Performance Reports to Scrutiny Committees;*
- *Annual business planning and budget setting process.*

4.5 From these workshops, a draft list of items have been produced for each Scrutiny Committee using a set of criteria, (attached at Appendix A), and have subsequently been shared with Corporate Directors for proposed dates, additional information and suggestions.

4.6 The draft list for the Partnerships and Governance Overview and Scrutiny Committee is attached at Appendix B.

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

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

7. Financial Implications.

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

8. Recommendation.

8.1 The Committee is recommended to:

1. Consider the suggested topics for inclusion on the Committee's Forward Work Programme 2016-17;
2. Identify the 12 Primary topics for inclusion on the Forward Work Programme and prioritise those topics for presentation to the Committee;
3. Propose items for consideration for a Collaborative Committee pilot.

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Background documents

None